

BILL NO. S-77-06-20

SPECIAL ORDINANCE NO. S- 119-77

AN ORDINANCE approving a blanket purchase of office supplies for the Office Services Department.

BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF FORT WAYNE, INDIANA:

SECTION 1. That the contract dated June 1, 1977, between the City of Fort Wayne, by and through its Mayor and the Board of Public Works, and Shrex of Fort Wayne, for:

Blanket order from 7/1/77 to 7/1/78
for office supplies per Bid #426

in the estimated amount of \$791.38, all as more particularly set forth on City Utilities Purchase Order No. B-8992, which is on file in the Office of the Department of Purchasing and is by reference incorporated herein, made a part hereof and is hereby in all things ratified, confirmed and approved.

SECTION 2. This Ordinance shall be in full force and effect from and after its passage and approval by the Mayor.


Councilman

APPROVED AS TO FORM
AND LEGALITY,


CITY ATTORNEY

Read the first time in full and on motion by Burns, seconded by

Hinga, and duly adopted, read the second time by title and referred to the Committee on City Utilities (and the City Plan Commission for recommendation) and Public Hearing to be held after due legal notice, at the Council Chambers, City-County Building, Fort Wayne, Indiana, on _____, the _____ day of _____, 19____, at _____ o'clock _____ M., E.S.T.

DATE: 6-14-77

Charles W. Whitman
CITY CLERK

Read the third time in full and on motion by Burns, seconded by Hinga, and duly adopted, placed on its passage.
PASSED (LOST) by the following vote:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINED</u>	<u>ABSENT</u>	<u>TO-WIT:</u>
<u>TOTAL VOTES</u>	<u>9</u>	<u>0</u>	_____	_____	_____
<u>BURNS</u>	<u>X</u>	_____	_____	_____	_____
<u>HINGA</u>	<u>X</u>	_____	_____	_____	_____
<u>HUNTER</u>	<u>X</u>	_____	_____	_____	_____
<u>MOSES</u>	<u>X</u>	_____	_____	_____	_____
<u>NUCKOLS</u>	<u>X</u>	_____	_____	_____	_____
<u>SCHMIDT, D.</u>	<u>X</u>	_____	_____	_____	_____
<u>SCHMIDT, V.</u>	<u>X</u>	_____	_____	_____	_____
<u>STIER</u>	<u>X</u>	_____	_____	_____	_____
<u>TALARICO</u>	<u>X</u>	_____	_____	_____	_____

DATE: 6-28-77

Charles W. Whitman
CITY CLERK

Passed and adopted by the Common Council of the City of Fort Wayne, Indiana, as (ZONING MAP) (GENERAL) (ANNEXATION) (SPECIAL) (APPROPRIATION) ORDINANCE (RESOLUTION) No. S-119-77 on the 29th day of June, 1977.
ATTEST: (SEAL)

Charles W. Whitman
CITY CLERK

John Nuckols
PRESIDING OFFICER

Presented by me to the Mayor of the City of Fort Wayne, Indiana, on the 29th day of June, 1977, at the hour of 11:30 o'clock A. M., E.S.T.

Charles W. Whitman
CITY CLERK

Approved and signed by me this 30th day of June, 1977, at the hour of 10:30 o'clock _____ M., E.S.T.

Rabab Elchington
MAYOR

Hoek 6/28/77
call Purchase Agent

Bill No. S-77-06-20

REPORT OF THE COMMITTEE ON CITY UTILITIES

We, your Committee on City Utilities to whom was referred an Ordinance
approving a blanket purchase of office supplies for the Office Services Department.

have had said Ordinance under consideration and beg leave to report back to the Common
Council that said Ordinance JS PASS.

PAUL M. BURNS - CHAIRMAN

FREDRICK R. HUNTER - VICE CHAIRMAN

VIVIAN G. SCHMIDT

WINFIELD C. MOSES, JR.

JAMES S. STIER

6-28-77
DATE CHARLES W. WESTERMAN, CITY CLERK

Memorandum

To H. P. Wehrenberg, Board of Works Date 6-1-77
From Ruth Winget, Purchasing Department
Subject Bid #426, Office Supplies 7/1/77 to 7/1/78

COPIES TO:

J. Morreale
G. Thayer

The following purchase orders, attached, cover the subject items for Office Services Department.

		<u>Estimated</u>
Business Equipment Company	B-8990	\$ 1,808.42
Doubleday Brothers	B-8991	7,734.44
<u>Shrex of Fort Wayne</u>	<u>B-8992</u>	<u>791.38</u>

Total Estimated Value: \$10,334.24

Total price for each bidder are shown on the attached spread sheet. If we had gone totally with the low bidder (Doubleday Brothers) the estimated quantity total dollars would have been \$442.55 additional. (Total bid of \$10,776.79 v/s the above total of \$10,334.24).

Two (2) bidders, Standard Stationery Supply Company and Graphi Industries, were not accepted. Being out of town bidders would mean delay in fast delivery, and their bids were on the assumption of all items delivered at one time which Office Services Department cannot handle. This bid is based on a fast delivery and estimated amount only when needed.

We contacted, per attached list, twelve (12) possible bidders and recieved only the five (5) offerings.

Also enclosed are copies of each bidder's bid package.

Please review, approve and handle for Councilmanic approval at the earliest possible time.

The purchase order numbers referenced above are not to be given out until Council approval is furnished to the Purchasing Department.

Ruth Winget
Ruth Winget

Approved: A. C. Lord

A. C. Lord

64-248-21 6/3/77

CITY OF FORT WAYNE

CITY UTILITIES

DEPARTMENT OF PURCHASES
ROOM 950 CITY-COUNTY BUILDING
NUMBER ONE EAST MAIN STREET
FORT WAYNE, INDIANA 46802

Business Equipment Company
620 South Calhoun Street
Fort Wayne, Indiana 46802

64-248-21 6/6/77
ORIGINAL B-8390
PURCHASE ORDER NO.

This number must appear on each pack-
age, packing slip, invoice, bill of lading,
express receipt and correspondence.

DATE June 1, 1977

SHIP TO —

Office Services Dept.
Basement, City County Bldg.
One Main Street
Fort Wayne, Indiana 46802

MAIL ALL INVOICES TO —
CITY UTILITIES

GENERAL ACCOUNTING
4th FLOOR CITY-COUNTY BUILDING
NUMBER ONE EAST MAIN STREET
FORT WAYNE, INDIANA 46802

INVOICE IN DUPLICATE, INCLUDING
CERTIFICATION AS REQUIRED BY
INDIANA STATE BOARD OF ACCOUNTS

QUANTITY RECEIVED	QUANTITY ORDERED	DESCRIPTION	ACC'T. OR W.O. NO.	UNIT PRICE	TOTAL
			154.12		
		BLANKET ORDER FROM 7/1/77 to 7/1/78 for Office Supplies per attached spread sheet per Bid #426			
		Note: Only the circled items under your company name are to be added , as required, on a departmental purchase order, against this blanket order.			
		Approximate value of this order based on estimated quantities is \$1,800.42			
		<u>SUBJECT TO COUNCILMANIC APPROVAL</u>			
		Per Bid Ref. #426 Net 30 F.O.B. Delivered			
		RW/p1 #116			

APPROVED
Board of Public Works

Henry P. Wehrhans
Edward W. Lamm
ATTENTION
Send all invoices to General Accounting
4th Floor, City-County Bldg.
1 E. Main St.
Fort Wayne, Indiana 46802
Show P. O. Number on Packing Slip
and Invoice.

NOTE: TERMS OF PAYMENT MUST BE SHOWN ON FACE OF INVOICE. OTHERWISE A 2% CASH DISCOUNT WILL BE TAKEN

City Utilities

Business Equipment Co
670 S. Calhoun St.

PURCHASE REQUISITION

46802

Date 3-23-77

Please order the following Material for Delivery as Specified:

To be delivered to

Office Service

Req. No.

116

On or before

Basement

P. O. No.

B-8990Blanket order from 7/1/77 to 7/1/78 for
office supplies per attached spread sheet
Request under contract per bid #426

List for 12/1/77 to 12/1/78 154.12

"Office Supplies"Consolidated List in your possessionwith additions to be madeNote: Only the circled items under your company
name are to be ordered, as required, on a
departmental purchase order, against this blanket
order.

RECEIVED

MAR 24 1977

CITY UTILITIES
GEN. Supt. OFFICEApproximate value of this
order based on estimated
quantities is

\$1,808.42

REMARKS:

Subject to Councilman's Approval

I hereby certify that the work or supplies above specified
are necessary for stock or use in this department.H. R. Phayle

Dept. Head

Department

Net 30

Charge Light

F.O.B. Delivered

Water

Sewage

Rw

CITY OF FORT WAYNE CITY UTILITIES

DEPARTMENT OF PURCHASES
ROOM 950 CITY-COUNTY BUILDING
NUMBER ONE EAST MAIN STREET
FORT WAYNE, INDIANA 46802

Doubleday Brothers
437 East Berry Street
Fort Wayne, Indiana 46802

64-248-21 6/6/77
ORIGINAL
PURCHASE ORDER NO. B-8901

This number must appear on each pack-
age, packing slip, invoice, bill of lading,
express receipt and correspondence.

DATE June 1, 1977

SHIP TO —

Office Services Dept.
Basement, City County Bldg.
One Main Street
Fort Wayne, Indiana 46802

MAIL ALL INVOICES TO —
CITY UTILITIES

GENERAL ACCOUNTING
4th FLOOR CITY-COUNTY BUILDING
NUMBER ONE EAST MAIN STREET
FORT WAYNE, INDIANA 46802

INVOICE IN DUPLICATE, INCLUDING
CERTIFICATION AS REQUIRED BY
INDIANA STATE BOARD OF ACCOUNTS

QUANTITY RECEIVED	QUANTITY ORDERED	DESCRIPTION	ACCT. OR W.O. NO.	UNIT PRICE	TOTAL
			154.12		
		BLANKET ORDER from 7/1/77 to 7/1/78 for Office Supplies per attached spread sheet per Bid #426			
		NOTE: Only the circled items under your company name are to be ordered as required, on a departmental purchase order, against this blanket order.			
		Approximate value of this order based on estimated quantities is \$7,444.44			
		SUBJECT TO COUNCILMANIC APPROVAL			
		Per Bid #426 Net 30 F.O.B. Delivered			
		RW/pl #116			

ATTENTION!

Send all Invoices to General Accounting
4th Floor, City-County Bldg.
1 E. Main St.
Fort Wayne, Indiana 46802
Show P. O. Number on Packing Slip
and Invoice.

NOTE: TERMS OF PAYMENT MUST BE SHOWN ON FACE OF INVOICE. OTHERWISE A 2% CASH DISCOUNT WILL BE TAKEN

SUBJECT TO CONDITIONS ON REVERSE SIDE

BY _____
CITY UTILITIES PURCHASING AGENT

Doubleday Bros. & Co.
437 E. Berry St.
46802

PURCHASE REQUISITION

Date 3-23-77

Please order the following Material for Delivery as Specified:

To be delivered to Office Service Req. No. 116

On or before Recurrent P. O. No. B-8999

QUANTITY	DESCRIPTION	DIST.	DEPARTMENT
	Blanket order from 1/1/77 to 1/1/78 for office supplies per attached spread sheet		ESTIMATED COST
	Request Delivery Contract per bid #426		
	list for 12-17-77 to 1-19-78	154.12	
	Office Supplies		
	Circular List in your possession		
	with additions to be made		

Note: Only the circled items under your company name are to be ordered, as required, on a departmental purchase order, against this blanket order.

REMARKS:	RECEIVED	Approximate value of this order based on estimated quantities is \$7,734.44
	MAR 24 1977	
	CITY UTILITIES	
	GEN. Supt. Office	

Subject to Councilman Approval. See Bid Ref #426

I hereby certify that the work or supplies above specified are necessary for stock or use in this department.

Sgt. M. Dept. Net 30

H. R. Phayes 3/28/77 7.01 B. Delivered

Dept. Head Charge Light Water Sewage

CITY OF FORT WAYNE

CITY UTILITIES

DEPARTMENT OF PURCHASES
ROOM 950 CITY-COUNTY BUILDING
NUMBER ONE EAST MAIN STREET
FORT WAYNE, INDIANA 46802

Shrex of Fort Wayne
323 East Berry Street
Fort Wayne, Indiana 46802

64-248-21 6/6/77
ORIGINAL B-8992
PURCHASE ORDER NO. 1-1-1-1

This number must appear on each package, packing slip, invoice, bill of lading, express receipt and correspondence.

DATE June 1, 1977

SHIP TO —

Office Services Dept.
Basement, City County Bldg.
One Main Street
Fort Wayne, Indiana 46802

MAIL ALL INVOICES TO —

CITY UTILITIES
GENERAL ACCOUNTING
4th FLOOR CITY-COUNTY BUILDING
NUMBER ONE EAST MAIN STREET
FORT WAYNE, INDIANA 46802

INVOICE IN DUPLICATE, INCLUDING
CERTIFICATION AS REQUIRED BY
INDIANA STATE BOARD OF ACCOUNTS

QUANTITY RECEIVED	QUANTITY ORDERED	DESCRIPTION	ACC'T. OR W.O. NO.	UNIT PRICE	TOTAL
		BLANKET ORDER FROM 7/1/77 to 7/1/78 for Office Supplies per attached spread sheet per Bid #426 Note: Only the circled items under your company name are to be ordered, as required, on a departmental purchase order, against this blanket order. Approximate value of this order based on estimated quantities is \$791.38 <u>SUBJECT TO COUNCILMANIC APPROVAL</u> Per Bid Ref. #426 Net 30 F.O.B. Delivered RW/pl #116	154.12		

APPROVED
Board of Public Works

ATTENTION!

Send all Invoices to General Accounting
4th Floor, City-County Bldg.
1 E. Main St.
Fort Wayne, Indiana 46802
Show P. O. Number on Packing Slip
and Invoice.

NOTE: TERMS OF PAYMENT MUST BE SHOWN ON FACE OF INVOICE. OTHERWISE A 2% CASH DISCOUNT WILL BE TAKEN

Sheet of J. A. Wayne
323 E. Berry St.
46802

PURCHASE REQUISITION

Date 3-23-17

Please order the following Material for Delivery as Specified:

To be delivered to

Office Service

Req. No.

116

On or before

Recurrent

P. O. No.

B-8992

QUANTITY	DESCRIPTION	DIST.	DEPARTMENT
	<u>Blanket order from 11/17 to 11/18 for</u>		
	<u>office supplies per attached spread sheet</u>		
	<u>Request Material Contract per bid # 426</u>		
	<u>list for 12-17-1977 to 12-17-1978</u>	<u>154.12</u>	

"Office Supplies"

Council List as per your previous

and additions to be made

Note: Only the circled items under your company name are to be ordered, as required, on a departmental purchase order, against this blanket order.

REMARKS:

RECEIVED
MAR 24 1977
CITY UTILITIES
COUNCIL OFFICE

Approximate value of this
order based on estimated
quantities is \$791.38

Subject to Councilman's Approval.

I hereby certify that the work or supplies above specified are necessary for stock or use in this department.

SRM

Department

Rev Bid Ref # 426

A. R. Phayle

Dept. Head

3/28/77

Charge Light

7.0 B. Delivered

Water

Sewage

Rev

<u>QTY.</u>	<u>DESCRIPTION</u>
1.	50 Accopress Binders, 11 x 8 1/2, side openings BPS 2507
2.	40 Accopress Binders, 11 x 8 1/2, end opening BPS 2507 1704
3.	80 Accopress Binders, legal size, end opening, red, with 3" capacity
4.	40 Wilson Jones 14-1411N Nylon Prong Binders, 14-7/8 x 11 sheet
5.	40 Three-Ring, Loose-leaf, hard cover with cloth hinge, Binders, Rogers 4345-14
6.	24 tubes Pontal Frezer Ruffile
7.	10 National 63-161, 9 1/2 x 6 Binders Sub. U.S. 364-12U
8.	10 National 64-261, 9 1/2 x 6 Three Ring Black Binders, Sub. Rogers 3329-12
9.	10 National 87-784 Black, Hard Cover, Three-ring Binders
10.	10 Wilson Jones 345-40, 8 1/2 x 5 1/2 ring Binders, Sub. Rogers 1345-40
11.	10 Rogers 4345-10, 8 1/2 x 5 1/2 Loose leaf Binders stiff back, three ring
12.	10 Rogers 1344-14L, 11 x 8 1/2 Three Ring Binders
13.	10 Rogers 1349-44, three hole, black hard cover binders
14.	4 Borum & Penase 1471 Ball Books 14 1/4 x 9 1/4, with 150 pages
15.	10 National Account Books, 37-331, or Borum and Penase 67-1/8, 150 pages
16.	100 National 46-577 Money receipt books, 50 leaves, Sub. Wilson Jones 51607
17.	150 Stone Notebooks, 36-746, Sub Wilson Jones 1115H
18.	20 bx. Nine Manuscript Covers, 9 x 15 1/2, 170 per box, Eaton 225
19.	1H Slider Back Report Covers - Clear

[illegible]

ITEM	EST. QTY.	DESCRIPTION	Business Equip.		Dunbloddy Bros.		Shurt		Shophi		Standard Station	
			UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL
20.	500	#1128 Duo-Tang Covers, Light Blue with Pockets on both covers	.20	100.00	(.166)	83.00	.20	100.00				
21.	1000	#1258 Duo-Tang Covers, Green, Gray, Red Light Blue, and Dark Blue	.15	150.00	(.126/c)	126.00	.15	150.00				
22.	12 set	Drawer Frames 8 1/2 x 11	1.89	22.68	(1.72/c)	20.64	2.24	26.88				
23.	12 sets	Drawer Frames 8 1/2 x 14	1.94	23.28	(1.88/c)	22.56	2.45	29.40				
24.	6000	8 1/2 x 11, 1/3, 1/5, or straight cut file folders, heavy manila	3.16/m	189.60	(2.80/m)	168.00	3.30/m	198.00				
25.	1400	Legal size file folders, 1/3, 1/5, or straight cut, Manila	4.11/c	57.54	(3.60/m)	50.40	3.98/m	55.72				
26.	10 bx.	Pendaflex Folders 8 1/2 x 11 Hanging	4.50	45.00	(3.29/c)	32.90	4.15/c	41.50				
27.	10 bx.	Pendaflex Folders 8 1/2 x 14 Hanging	5.00	50.00	(3.98/c)	39.80	4.80/c	48.00				
28.	150	1524E Redrope file pockets, letter size	.50	75.00	(.445)	66.75	.48	72.00				
29.	70	1526E Redrope vortical file pockets	.58	40.60	(.52)	36.40	.56	39.20				
30.	700	#1514C, 11-3/4 x 9 1/2 vortical file pockets	.42	294.00	(.37)	259.00	.40	280.00				
31.	150	#1516C, Legal size Pronto file pockets	.51	76.50	(.45)	67.50	.49	73.50				
32.	50	#1536E Redrope legal size file pockets with 5 1/2" expansion	.69	34.50	(.61)	30.50	.65	32.50				
33.	6	Webster Collegiate 7th Edition Dictionary	7.22	43.32	(6.94)	41.64	8.21	49.26				
34.	5000	Sub. 20, size 2-7/16 x 4-5/16 Manila coin envelopes, with end flap	(6.00/m)	30.00	6.07/m	30.35	7.25	36.25				
35.	100	Sub. 28, 9 x 12 White Catalogue Env.	3.62/c	362	(3.60/c)	360	4.50	450				
36.	500	Sub. 32, 7 1/2 x 10 1/2, glazed Kraft Klap Envelopes	3.97/c	19.85	(3.87/c)	19.35	4.75/c	23.75				
37.	1000	Sub. 32, 10 x 13 Glazed Kraft Klap Envelopes	(5.19/m)	51.90	5.30/c	53.00	5.90	59.00				
38.	1000	Sub. 32, 11 1/2 x 14 1/2 Glazed Kraft Klap Envelopes	(6.57/m)	65.70	6.56/c	65.60	8.470	84.70				
39.	1000	Sub. 32, 12 x 15 1/2 Glazed Kraft Klap Envelopes	(6.875/m)	68.75	7.06/c	70.60	8.950	89.50				
40.	1600	Sub. 32, 6 x 9 Glazed Kraft Klap Env.	3.17/c	50.72	(3.15/c)	50.40	3.954/m	63.26				
41.	1000	Sub. 32, 10 x 15 Glazed Brown Kraft	6.50/m	65.00	(6.48/c)	64.80	7.25	72.50				

			Bureau Equip.		Dunkley Bero.		Shup		Shupli 14-18		Standard State	
QTY.	EST.	DESCRIPTION	UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL
500		9 1/2 x 14 1/2 Manila Envelopes, with clasp	6.00/c	30.00	5.85/c	29.25	7.50/c	37.50				
500		10 x 15 Manila Envelopes with clasp	6.35/c	31.75	6.35/c	31.75	8.25/c	41.25			7.14/c	35.70
8000		9 x 12 Brown Clasp Envelopes	43.00/m	344.00	4.28/c	342.40	51.00/m	408.00			45.80/m	366.40
2 gr.		Wonder Rulers Assorted Colors	30.60	61.20	33.07/gr.	66.14	42.30/gr.	84.60			22.94/gr.	45.88
30 sets		4 x 6 Plastic tabbed card guides, Buff-Alphabetical	1.27	38.10	1.30/set	39.00	1.32	39.60				
30 sets		5 x 8 Plastic tabbed card guides, Buff-Alphabetical	1.31	39.30	1.48/set	44.40	1.79	53.70				
30 sets		Smead 1151-25, 11 x 8 1/2 Pressboard file guides, metal tabbed.	4.69	140.70	4.76/set	142.80	6.15	184.50			4.84	145.20
15 sets		Smead 2151-25 Alphabetized Green Pressboard file Dividers, Legal size, Sub. Barkley 215-25-1	5.82	87.30	5.74/set	86.10	7.35	110.25				
10 sets		Smead 515-25, 3 x 5 Alphabetical Card Guides, Sub. Barkley 575-25	4.1	41.0	6.1/set	61.0	8.4	84.0				
10 sets		Smead 5151-25 3 x 5 Alphabetical card guides, metal tabbed, Sub. Barkley 515-25-1	3.19	31.90	2.84/set	28.40	3.75	37.50				
20 sets		Smead 625-25, 4 x 6 Buff Guides, Alphabetical, Sub. Barkley 675-25	.59	11.80	1.50/set	10.00	1.69	13.80				
10 box		1/5 cut, 3 x 5 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 575	1.15	11.50	8.00/bx	8.00	1.36	13.60				
10 box		1/3 cut, 3 x 5 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 573	1.15	11.50	8.00/bx	8.00	1.36	13.60				
10 box		1/3 cut, 4 x 6 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 673	1.60	16.00	11.80/bx	11.80	2.10	21.00				
10 box		1/5 Cut, 4 x 6 Card Guides, Plain Blank tab, Buff, 100 per box	1.60	16.00	11.80/bx	11.80	2.10	21.00				
10 box		1/3 cut, 5 x 8 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 873	3.40	34.00	2.06/bx	20.60	3.05	30.50				
10 sets		Smead 6151-25, 4 x 6 Alphabetical metal tabbed file guides, Sub. Barkley 615-25-1	3.45	34.50	3.17/set	31.70	4.00	40.00				
300		1534 -G File Pockets	.60	180.00	1.51	153.00	1.57	171.00			1.37	131.10

TIN	EST. QTY.	DESCRIPTION	Business Equip		Doubleday Bros.		Shrup		Shapli		Standard Stationery	
			UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL
60.	20 nts	5 x 8 Alphabetical, metal tabbed press-board file guides, sub. Barkley 815-25-1	3.85	77.00	(3.47)	69.40	4.50	90.00				
61.	7000	3 x 5 White ruled cards, #110 Index	2.60/m	18.20	(2.25/m)	15.75	2.35/m	16.45			1.24/m	13.58
62.	3000	4 x 6 White ruled cards, #110 Index	4.22/m	12.66	(3.88/m)	11.67	4.18/m	13.54			5.04/m	9.12
63.	3000	5 x 8 White ruled cards, #110 Index	6.38/m	19.14	(6.17/m)	18.51	6.42/m	19.20			5.44/m	16.57
64.	5000	8 1/4 x 11 National 14-281 White Paint Ruled, Three-ring filler paper	9.23/m	46.65	(8.44/m)	42.20	9.60/m	48.00				
65.	30	National 45-604 Analysis pads, Sub. Wilson Jones 7204	1.15	34.50	(.95)	28.50	1.15	33.60				
66.	30	National 45-607 Analysis Pads, Sub. Wilson Jones 7207	1.15	34.50	(.95)	28.50	1.12	33.60				
67.	20	Wilson Jones 67214D Analysis Pads	1.15	23.00	(.95)	19.00	1.12	23.40				
68.	40	National 45-608 Analysis Pads, Sub. Wilson Jones 7208	1.15	46.00	(.95)	38.00	1.12	44.80				
69.	75	Wilson Jones 7513 Analysis Pads	2.25	168.75	(1.91)	143.25	2.32	174.00				
70.	10	G7608B Wilson Jones Analysis Pads	1.40	14.00	(1.15)	11.50	1.41	14.10				
71.	10	National 45-104 Analysis Pads, Sub. Wilson Jones 7204	.90	9.00	(.79)	7.90	.87	8.70				
72.	70 dz.	8 1/4 x 11 Letter size ruled pads, yellow white #59-0250	2.70/dz.	189.00	(2.38/dz.)	166.60	2.80/dz.	196.00			3.44	240.80
73.	100 dz.	8 1/4 x 14 Legal ruled pads, yellow white	4.15/dz.	415.00	(3.63/dz.)	363.00	4.10/dz.	410.00			4.31	431.00
74.	100 dz.	8 1/4 x 11 Legal ruled pads, yellow, white #59-1280	3.63/dz.	363.00	(3.07/dz.)	307.00	4.05/dz.	405.00			3.44	344.00
75.	1 gr.	5 x 8 legal pads - Canary	1.94/dz.	23.28	(1.74/dz.)	20.88	2.02/dz.	24.00			2.49	24.97
76.	1 gr.	5 x 8 Legal pads - White	1.94/dz.	23.28	(1.74/dz.)	20.88	2.02/dz.	24.00				
77.	600	8 1/4 x 11 Acetate sheet protectors, for three ring binders, #313, .005 Ga.	.07	42.00	(.055)	33.00	.06	36.00			.041	24.60
78.	30	W. J. Columnar Pads #G7205	1.16	34.80	(.95)	28.50	1.17	35.10				
79.	600	Wilson Jones Columnar 10-3 sheets, 9 1/4 x 11 7/8	5.30	31.80	(4.54/c)	27.06	4.85/c	29.10				

EST. QTY.	DESCRIPTION	Business Equip.		Double-duty B.		Shelf		Shaplin		Standard Stationery	
		UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL
60	Ko-Rec-Type, all colors	.70	42.00	x .60	36.00	.70	42.00	43	25.80		
20	Ko-Rec-Type, for Errors	.70	14.00	x .60	12.00	.70	14.00	43	25.80	white - normal	
50 lbs.	Misc. Rubber Bands, size 10, 14, 16, 19, 32, 62 and 84	1.77	88.50	x 1.49/14	74.00	1.55	77.50	43	25.80		
16	Weis #35 File Boxes, Sub. Hedges #1035	2.50	40.00	x 1.47/14	31.52	2.37	37.92	43	25.80		
16	Weis #46 Storage Boxes with follow black for 4 x 6 cards, Sub. Hodge #1046	2.78	44.48	x 2.20	35.20	2.60	41.60				
10	Weis #835 WG, Gray Metal File Boxes, for 3 x 5 Cards	4.44	44.40	4.42	44.20	4.39	43.90				
20	Weis #846 WG, Gray Metal File Boxes, for 4 x 6 Cards	5.22	104.40	5.20	104.00	5.10	102.00				
20	#523 - 3 x 5 File Boxes 3" Deep	1.99	39.80	x 1.96	39.20	2.04	40.80				
10	Weis #858 WG, Gray Metal File Boxes, for 5 x 8 Cards	6.00	60.00	5.98	59.80	5.85	58.50			#858 - heavy	
20	1210L Pronto File, Letter size with metal front drawer type	7.07	141.80	x 6.84	136.80	7.60	152.00			4.03	40.30
16	1510L Pronto File, legal size with metal front drawer type	9.00	144.00	x 5.73	139.68	10.90	174.40				
20	#2 Liberty Storage Boxes	1.65	33.00	x 1.32	26.40	1.50	30.00				
60	#11 Liberty Storage Boxes	2.10	126.00	x 1.69	101.40	1.95	117.00				
50	#12 Liberty Storage Boxes	2.35	117.50	x 1.86	93.00	2.18	109.00				
50	#13 Liberty Storage Boxes	1.79	89.50	x 1.43	71.50	1.64	82.00				
20	#18 Liberty Storage Boxes	1.65	33.00	x 1.33	26.60	1.52	30.40				
30	6 x 9 Clipboards, #203	.52	15.60	x .45	13.50	.60	18.00				
30	Letter size clipboards	.55	16.50	x .47	14.10	.70	21.00				
40	Legal size clipboards	.54	21.60	x .43	17.20	.75	30.00				
100	#1 Paper Clips	1.74/101	52.20	x 1.64/101	49.20	1.59/101	45.00				
24 bx.	#1 Paper Clips (12 to box)	.19	11.76	x .31/101	7.24	.45/101	10.80				
100	#3 Paper Clips, 7/8" long	1.74	6.96	x 1.64/101	6.56	1.50/101	6.00				
100	Jumbo Paper Clips, 2" Long	5.00/101	10.00	x 4.83/101	9.66	5.25/101	10.00				

ITEM	EST. QTY.	DESCRIPTION
103.	4 dz.	Magnetic Clips with 14" Clamp Hunt PE 2026, or equivalent
104.	24	Magnetic Paper Clip Holders
105.	4 dz.	Magnetic clips with 24" Clamp Hunt PE 2027 or equivalent
106.	8 dz.	#2 Binder clip-clamps
107.	4 dz.	#5 Binder Clip-clamps L.E.B.
108.	4 dz.	#10 Binder Clip-Clamps
109.	50	#1 Stamp Pads, Black & Red
110.	20	#2 Stamp Pads, Black & Red
111.	50	4" Scotch Tape Dispensers, H-126
112.	50	3/4" Scotch Tape Dispensers, H-127
113.	6	C-20 Tape Dispensers
114.	4 dz.	#100 Pink Pearl Erasers
115.	10 dz.	#7099B AW Faber Eraser Sticks, with Brush Sub. Venus
116.	2 gr.	Pencil Tip Wedge Erasers
117.	4 dz.	#211 Art Gum Erasers
118.	6 dz.	#7077B Erasers
119.	2 dz.	#400 Eberhard Faber Pink Pearl Erasers
120.	2 dz.	#1207 Eberhard Faber Erasers
121.	4000	#3 Round Head Brass Fasteners
122.	8 bx.	#22 Acco Fasteners, 50 per box
123.	6	#217A, Accordion or expanding file, letter size alphabetized
124.	10 dz.	Parr Swingline Finger tips, size 11, 11 1/2, 12, 13 and 13A
125.	6	Liberty #76, 7 x 9 1/2 metal copy holder
126.	20 bx.	Push Pins Assorted Colors
127.	60	Two-Section, Letter size, desk trays, gray #1600 Eldon

Business Comp		Doubleday Bros.		Shurt		Kingsley's Standard Station			
UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL
3.02/dz.	12.08	3.02/dz.	12.00	3.01/dz.	12.00				
.93	22.32	.70	16.80	.75	18.00				
4.28/dz.	17.12	4.26/dz.	17.04	4.28/dz.	17.12				
.64	5.12	.62/dz.	4.96	.60/dz.	4.80				
.97	3.88	.95/dz.	3.80	.95/dz.	3.80				
2.34	9.36	2.32/dz.	9.28	2.15/dz.	8.60				
.78	39.00	.70	35.00	.75	37.50				
1.09	21.60	.99	19.80	1.04	20.80				
.28	14.00	.24	12.00	.29	14.50				
.28	14.00	.24	12.00	.29	14.50				
4.28	25.68	3.52	22.92	4.85	29.10				
1.95	7.80	1.82/dz.	7.28	1.95/dz.	7.80				
2.70	27.00	2.53/dz.	25.30	2.55/dz.	25.50				
4.05	9.10	3.22/dz.	6.44	3.50/dz.	7.00				
2.42	9.68	2.67/dz.	6.68	2.25/dz.	9.00				
3.70	16.20	2.53/dz.	15.18	2.55/dz.	15.30				
2.53	5.10	2.13/dz.	4.26	2.53/dz.	5.10				
2.59	5.18	2.57/dz.	5.14	2.55/dz.	5.10				
7.85	31.40	6.58/dz.	26.32	7.55/dz.	28.60				
1.47	11.92	1.22/dz.	9.76	1.44/dz.	11.52				
3.99	23.94	3.30	19.80	3.50	21.00				
1.33	13.30	1.33/dz.	9.30	1.15/dz.	11.50				
1.50	9.00	1.33	9.99	1.49	8.94				
2.45	9.00	1.36/dz.	27.20	3.5/dz.	7.00				
3.57	214.20	1.53	91.80	3.30	198.00				

ITEM	EST. QTY.	DESCRIPTION
149.	60 dz.	554E Mod. All Rite Pens
150.	1 gr.	#207 Magic Marker - All Colors
151.	4 dz.	Univercool refills for ball point pens, medium point, Blue, Black and Red
152.	4	#501N Shaeffer Pen Sets
153.	10	#501N Shaeffer Pens Only
154.	60 dz.	Bic Pens, Medium Point
155.	60 dz.	Bic Pens, Fine Point
156.	4 dz.	Papermate Pens, refillable Ball Point
157.	96	Pental Sharp 5 Eversharps
158.	30 tube	Pental Lead for Sharp 5 pencils
160.	4 dz.	Dri-Mark Nylon Tip Pens, Various Colors
161.	20	Medium priced metal letter openers
162.	2 ct.	#2 Dennison gummed reinforcements, 72 boxes to a carton
163.	24	12" Wood Ruler, with double metal edge
164.	24	15" Wood ruler, with double metal edge
165.	24	18" Wood ruler, with double metal edge
166.	20	10" straight scissors, medium priced
167.	20	#4 Swingline staplers, pearl gray
168.	50 bx.	Staples for #4 Swingline Staplers
169.	10 bx.	Ace #700 undulated Staples
170.	6	#702 Ace Clipper Staples
171.	40	Ace Standard #600 Staple removers
172.	20	Pencil sharpener, Bonton 1068, self-feed Beige color, vacuum Base
173.	5000	#50 Manila Tags, 4 3/4 x 2 3/8
174.	2000	MRJ1 White Tags
175.	500	White Tags

Business Equip		Doubleday Bros.		Sheep		Sheep		Standard Station	
UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL
2.17	130.20	2.22	133.20	1.89/dz.	113.40	1.89	59.40	1.89	58
32.53	32.53	27.50/gr.	27.50	38.88/gr.	38.88	20.16	20.16	20.49	20.49
3.79	15.16	3.49/dz.	13.92	3.50/dz.	14.00				
4.99	19.96	4.18	19.12	4.99	19.96				
1.50	5.00	1.59	15.81	1.85	19.50				
1.94	116.40	1.44/dz.	86.40	1.29/dz.	119.40				
2.25	135.00	1.89/dz.	86.40	2.35/dz.	141.00				
7.55	30.20	5.28/dz.	31.12	8.23/dz.	32.92				
1.49	53.64	2.06	24.16	2.08	74.88				
1.49	14.70	5.91/dz.	17.70	1.49	14.70				
3.04	12.16	3.02/dz.	12.08	3.50/dz.	14.00				
.40	8.00	1.31	6.20	.37	7.40				
9.87	19.74	9.98/dz.	19.98	14.60	29.20				
.36	8.64	1.30	6.00	.30	7.20				
.45	10.80	1.30	7.20	.39	9.36				
.50	12.00	1.34	9.16	.45	10.80				
3.35	67.00	2.45	49.00	3.05	61.00				
9.45	169.00	19.40	98.00	8.10	162.00				
.62	31.02	14.00	28.00	6.00	30.00				
1.33	13.30	11.50/dz.	11.50	1.20/dz.	12.00				
6.13	36.78	5.49	32.94	5.70	34.20				
.58	23.20	1.50	20.00	.57	20.40				
4.28	85.60	5.82	100.40	6.10	122.00				
6.64	33.20	6.31/dz.	31.55	6.55/dz.	32.75				
18.64	37.28	17.83/dz.	35.78	20.00/dz.	40.00				
2.49	12.45	2.18/dz.	10.90	2.30/dz.	11.50				

Ultimate Stamp
900 King Street N. 6644

EST. QTY.	DESCRIPTION	Business Equip		Doubleday Bros.		Shurt		Shapley 4.4.44		Standard State	
		UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL
10	Hodge File Boxes #1050	3.40	6.40	2.49	44.82	3.39	61.02				
20 bx.	Large thumb tocks, #4, 100 per box	.48	9.60	.37	7.40	.31	7.80				
4 rls.	#710 Scotch Tape, 2" wide x 72 yds. black pressure	2.26	29.04	8.59	34.32	4.15	19.80				
00	#810 Bonding Tape, 1/4" x 1296"	.75	60.00	.72	57.60	.76	40.80				
60	#810 Bonding Tape 3/4" x 300" with Dispenser	.33	19.20	.29	17.40	.39	23.40				
150	#810 Bonding Tape, 3/4" x 1296"	.99	148.50	.94	141.00	1.00	150.00				
20	#810 Bonding Tape 3/4" x 2592"	1.25	35.00	1.69	33.80	1.25	35.00				
70	#600 Scotch Tape, 4" x 1296"	.55	38.50	.50	35.00	.55	38.50				
50	#600 Scotch Tape, 3/4" x 1296"	.74	37.00	.67	33.50	.74	37.00				
20	#600 Scotch Tape, 3/4" x 2592"	1.17	23.40	1.07	21.40	1.17	23.40				
50	#230 Scotch Brand Drafting Tape, 3/4" x 60 yards rolls	1.37	68.50	1.32	66.00	1.37	68.50				
30	#230 Scotch Brand Drafting Tape, 1" x 60 Yard Rolls	1.79	53.70	1.82	54.60	1.72	51.60				
100Ft.	Magnetic Tape - 1/4" Wide	.22	22.00	.20	20.00	No	Quote				
40 rls.	1/4" Wide Dymo Tape, Black, Blue, Green & Brown	.55	22.00	.46	19.40	.65	26.00				
40 rls.	3/8" Wide Dymo Tape, Black, Blue, Green & Brown	.68	27.20	.59	23.60	.82	32.80				
20 rls.	1/4" Dymo Tape, Assorted Colors	.90	18.00	.76	15.20	1.05	21.00				
1 dz.	Engrs. Scales & Canes (3 sided)	14.88	14.88	1.19	14.28	No	Quote				
30 bx.	1/4" Clear Index Tabbing, 5 ft. per box	.65	19.50	.63	18.90	.65	19.50				
20 bx.	Index Tabs, various colors, #381, 382, 383, 385 and 387, 5 ft. per box	.65	13.00	.63	12.60	.67	13.40				
24 rls.	#800, 3/4" x 60 yd., Filament tape, Scotch Brand	2.43	58.32	2.41	57.84	2.44	58.56				
12	#10 Polished Cotton Twine 1/2" Balls	1.28	15.36	.88	10.56	1.15	13.80				
12	2 1/2 lb. Cones of 20 Ply Cotton Twine	6.31	75.72	5.97	71.64	No	Quote				
30	12 x 24 Green Desk Pad Blotters	.15	4.50	.11	3.30	.15	4.50				

<u>QTY.</u>	<u>DESCRIPTION</u>
50	19 x 24 Desk Pads, Green 21403
100	19 x 24 Acetate Desk Pad Covers, .0075 thick
10	Rubber Pads for Under Typewriters
6	XG-403CR, 1/4" Clipper type paper punches
50	Shend 01075G Expanding Wallets
2 grs.	Pentel Rolling Riter Assorted Colors
30 gal.	Ditto Fluid, in 1 Gallon Jugs
48	Blue-Black Ink Cartridges
20	Stamp Pads Ink, in 14 oz. bottles black & red
4 dz.	Carter's Rubber Cement, 4 oz. bottles, Sub. Ross-Evans
10	Empty Pint Jar, with Applicator brush, for Carter's Rubber Cement
4	Carter's Rubber Cement, in 1 gallon contain
4	Carter's Rubber Cement Thinner, in 1 quart containers, Sub. Ross-Evans
30	Seat Typewriter Cleaner, 2 oz. bottles
5000	Tag Wire, 12" 1000 per bundle
6 ea.	Roll Master Paper Holders
30	Write-O-Pelle Legal Size
40	Write-O-Pelle Letter Size
1 gr.	Liquid Paper
24 bt.	Liquid Paper Thinner
10 dz.	Map Tacks, Assorted Colors
20 sets	C1-213-S Alico Indexes
15 cans	3M Desk & Office Cleaners

Business Equip.		Doubleday Bros.		Shrop		Shaphi		Standard Stationery	
UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL
1.84	92.00	(1.76)	88.00	1.90	95.00			1.48	74.00
1.50	50.00	(.48)	48.00	.60	60.00			#13	
16.3	163.00	(.93)	9.30	1.25	17.50			1.09	10.90
.81	8.86	(.59)	3.54	.69	4.14			.49	4.90
.88	44.00	(.79)	39.50	.86	43.00			.58	5.80
(68.10/gz)	136.20	75.34/gz	150.68	79.00/gz	158.00				
2.50	25.00	(2.48/gz)	74.40	3.99/gz	119.70				
.33	15.84	(.24)	11.52	.34	16.32				
.48	9.60	(.47)	9.40	.50	10.00				
5.89/dz	23.52	(5.14/dz)	20.56	5.44/dz	21.60				
2.17	21.70	(1.98)	19.80	2.10	21.00				
5.76	23.04	(5.18/gz)	20.72	5.34	21.36				
1.23	4.92	(1.10/gz)	4.40	1.95	7.80				
.77	23.10	(.71)	21.30	.95	28.50				
2.44	12.20	(1.74/m)	8.70	2.20/m	13.50				
3.55	21.30	(2.92)	17.52	3.20	19.20				
2.07	62.10	(2.05)	61.50	2.50	75.00				
1.93	72.30	(1.84)	73.60	2.25	90.00				
95.04/gz	95.04	(92.76)	77.76	93.60/gz	93.60				
.27	6.48	(.25)	6.00	.29	8.76				
1.08	1.08	(.95/gz)	14.00	1.00/gz	120.00				
.50	11.00	(.51/gz)	10.20	.62	12.40				
1.24	18.60	(1.20)	18.00	1.30	19.50				

EST.
QTY.

DESCRIPTION

40 pcs. Poster Board 22" x 28" White

7 gal. Liquid Padding Compound - Morrill

5 pkg. G10-B Ledger Sheets

1 gr. Lindy Medium Pens 8460H Assorted Colors

12 rls. C R 16 Correction Tape

10 Paper Spindles

7 ds. Magic Markers Wide Nib.

20 sets 3 x 5 Plastic Tab Alphabetical Card Guides

4 sets 9" High Metal Bookends

8 sets 5" High Metal Bookends

10 15" Waste Baskets

10 12" Waste Baskets

40 47-812 Binders

18 241-40H Post Binders

6 LV-219-A Legal Size Accordion File Alphabet

70 Indexes 504-40H

6 ds. Flash 32 Markers

5000 C-35 Rolodex Cards

Business Equip.

Doubleday Bros.

Shree

Chapman

Standard Station

UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL	UNIT PRICE	EST. TOTAL
.25	10.00	(.21)	8.40	.30	12.00				
12.48	82.36	(8.37/pc)	58.59	9.60/gal.	60.30				
5.23	26.15	(4.51/pkg)	22.55	4.85/pkg	24.25				
45.72/gr.	45.72	3.37/4.44/22	17.28	42.24/gr.	42.24	11.88	11.88		
.52	6.24	(.37)	4.44	.48	5.76			.43	5.16
.50	5.00	(.38)	3.80	.60	6.00				
4.77	33.39	(2.25/3.25/4.25)	27.72	4.95/ds.	34.65	1.68	11.76	1.71	11.97
.75	15.00	(.67/pc)	13.40	.90	18.00				
2.58	10.32	(2.33/pc)	10.24	2.25	11.00				
.68	5.44	(.65/pc)	5.20	.75	6.00			.688	5.50
1.97	19.70	(1.76)	17.60	1.95	19.50				
1.35	13.50	(1.23)	12.30	1.50	15.00				
.88	35.20	(.83)	33.20	1.00	40.00				
7.12	126.80	(6.53)	117.54	8.15	146.70				
6.00	36.00	(4.71)	28.62	5.15	36.90				
1.31	91.70	(1.24)	86.80	1.40	98.00				
3.09	18.54	(2.25/2.33/2.44)	13.88	3.18/ds.	19.08	1.38	8.28		
6.00/m	30.00	(4.11/m)	20.95	5.50/m	27.50				

COMPANY: _____ SIGNATURE: _____

TERMS: _____ DATE: _____

TOTAL AMOUNT

TOTAL \$11,855.37

TOTAL \$10,260.40
510.39
\$10,770.79

Total \$12,223.46

Total \$1,119.78

Total \$5,135.22

<div>426</div> <div>DATE April 25, 1977</div> <div>Office Supplies</div> <div>VENDORS NAME & ADDRESS</div> <div>Office Services</div>	CARDS MAILED	BIDS PICKED UP	BIDS MAILED	
U. S. Envelope 16 S. Sherman Drive Indianapolis, Ind. 46206			April 25, 1977	
Standard Stationary Supply Co 1020 S. Wabash Ave. Chicago, Illinois 60605			April 25, 1977	
Wirth Company Inc. 2000 National Ave. Maywood, California 94545			April 25, 1977	
S. K. Merchandising Corp. P.O. Box 405 New York, N. Y. 10017			April 25, 1977	
Graphi Industries 811 N. Cahuenga Blvd. Los Angeles, Calif.			April 25, 1977	
Business Equipment 620 S. Calhoun St. 46802	April 27, 1977			
Boxbergers, Inc. 1220 Webster St.	April 27, 1977			
Lewis & Christen Sup. 1626 S. Calhoun St.	April 27, 1977	May 2, 1977		
Doubleday Bros. 437 East Berry St.	April 27, 1977	April 29, 1977		
O'Reilly Office Supply 2525 W. Jefferson St.		April 28, 1977		

DATE April 25, 1977 CARDS MAILED

BIDS PICKED UP

BIDS MAILED

Office Supplies
VENDORS NAME & ADDRESS
Office Services

Shrex of Ft. Wayne
323 E. Berry Street

April 27, 1977

May 16, 1977

Andrews Service & Supply
1246 Heustis Avenue

April 27, 1977

DEPARTMENT OF PURCHASES
 Number One Main St., Ft. Wayne, Ind. 46802

INVITATION

Quotations, subject to the conditions on the reverse hereof, are requested on the following list of materials, supplies, equipment or services, for the department as mentioned, with delivery to destination as shown below. Quotations shall include all charges for delivery, packing, etc. Address your reply as indicated below.

*Mail all replies and correspondence, etc. to Attn. of A. C. Lord 423-7037 DEPARTMENT OF PURCHASES

Room 470, Number One Main St., Ft. Wayne, Ind. 46802

REQUIRED FOR DELIVERY TO:

Department Office Services Department
 or Division One Main Street, Basement, City County Bldg.
 Address Fort Wayne, Indiana 46802

RETURN ORIGINAL TO THE CITY—RETAIN DUPLICATE COPY FOR YOUR FILE

Closing Wednesday, May 18, 1977 at 2:30 P.M.
 Time of Bids

TAXES: THE CITY IS EXEMPT FROM FEDERAL EXCISE AND INDIANA STATE SALES TAX. THE CITY'S INDIANA SALES TAX EXEMPTION CERTIFICATE NUMBER IS NO. 24628. PRICES SHOULD NOT INCLUDE THESE TAXES. See "Instructions to Bidders" No. 10 on reverse hereof for details.
TAX EXEMPT (Unless otherwise indicated)

Quantity	Unit	Materials, Supplies, Equipment or Services	Unit Price	Total Amount
		OFFICE SUPPLIES - July 1, 1977 thru June 30, 1978		
		The enclosed bidders sheets must be properly completed and returned as your bid, along with the properly executed Non-Collusion Affidavit.		
		The award of this bid may be made on either an item by item or on an overall basis, as we determine the most beneficial to the City.		
		The supplies will be shipped only upon issuance of Purchase Orders as the need dictates.		
		Vendors must be able to supply from stock. If requests cannot be filled within seven (7) days, then approval will be required for extended delivery.		
		The Brand Names and Numbers are only intended to be used as a guide for bidders. If alternate is to be quoted it must be equal or better. Please list manufacturer and number on line provided.		
		All Unit Prices are to be extended.		

Bid Bond required ☐ NO ☒ YES 5% of Bid Performance Bond ☐ NO ☒ YES See instruction item No. 18 on reverse side hereof.
 Terms % cash discount if paid within days from delivery and acceptance of goods or completion of services.

PROPOSAL OR BID

In compliance with the above invitation for bids and subject to all conditions thereof, the undersigned offers and agrees, if this bid is accepted within a reasonable time from date of closing, to furnish any or all of the items or render such services upon which prices are quoted, in accordance with the specifications applying and as the price set opposite each item.

Delivery of any or all of the items or completion of services indicated shall be made within days from receipt of order.

IMPORTANT

As delivery may be a deciding factor in the award of an order, it is important that bidders furnish the information requested above.

Sign Here

Benjamin C. Hunsicker
 Vice President
 For Benjamin C. Hunsicker & Company
 Address 1000 North Main Street
 City Fort Wayne, Ind. 46802

Page 1 of 17

Ref. No. 426

Date April 15, 1977

Date wanted 5-18-77

Fund
 Appropriation No.

TEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
1.	50	Accopress Binders, 11 x 8 1/2, side openings BFS 2507	<u>.52</u>	<u>26.00</u>
2.	40	Accopress Binders, 11 x 8 1/2, end opening BFS 1074	<u>.62</u>	<u>24.80</u>
3.	80	Accopress Binders, legal size, end opening, red, with 3" capacity	<u>.75</u>	<u>60.00</u>
4	40	Wilson Jones 14-14lin Nylon Prong Binders, 14-7/8 x 11 sheet	<u>1.54</u>	<u>61.60</u>
5.	40	Three-Ring, Loose-leaf, hard cover with cloth hinge, Binders, Rogers 4345-14	<u>2.50</u>	<u>100.00</u>
6.	24 tubes	Pentel Fraser Refills	<u>.29</u>	<u>6.96</u>
7.	10	National 63-161, 9 1/2 x 6 Binders Sub. W.J. 364-12B	<u>1.59</u>	<u>15.90</u>
8.	10	National 64-261, 9 1/2 x 6 Three Ring Black Binders, Sub. Rogers 3329-12	<u>2.37</u>	<u>23.70</u>
9.	10	National 87-784 Black, Hard Cover, Three-ring Binders	<u>9.19</u>	<u>91.90</u>
10.	10	Wilson Jones 345-40, 8 1/2 x 5 1/2 ring Binders, Sub. Rogers 1345-40	<u>4.62</u>	<u>46.20</u>
11.	10	Rogers 4345-10, 8 1/2 x 5 1/2 Loose leaf Binders stiff back, three ring	<u>2.50</u>	<u>25.00</u>
12.	10	Rogers 1344-14L, 11 x 8 1/2 Three Ring Binders	<u>5.62</u>	<u>56.20</u>
13.	10	Rogers 1349-44, three hole, black hard cover Binders	<u>3.37</u>	<u>33.70</u>
14.	4	Borum & Pease 1471 Roll Books 14 1/4 x 9 1/4, with 150 pages	<u>8.75</u>	<u>35.00</u>
15.	10	National Account Books, 37-331, or Borum and Pease 67-1/8, 150 pages	<u>4.37</u>	<u>43.70</u>
16.	100	National 46-577 Money receipt books, 50 leaves, Sub. Wilson Jones S1607	<u>.56</u>	<u>56.00</u>
17.	150	Steno Notebooks, 36-746, Sub Wilson Jones 1115W	<u>.29</u>	<u>43.50</u> <u>72.50</u> ✓
18.	20 bx.	Blue Manuscript Covers, 9 x 15 1/2, 100 per box, Eaton 225	<u>3.10</u>	<u>62.00</u>
19.	1M	Slider Back Report Covers - Clear	<u>.15</u>	<u>150.00</u>

171.16 ✓

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
20.	500	#1128 Duo-Tang Covers, Light Blue with Pockets on both covers	<u>.20</u>	<u>100.00</u>
21.	1000	#1258 Duo-Tang Covers, Green, Gray, Red Light Blue, and Dark Blue	<u>.15</u>	<u>150.00</u>
22.	12 set	Drawer Frames 8 1/2 x 11	<u>1.85</u>	<u>22.56</u>
23.	12 sets	Drawer Frames 8 1/2 x 14	<u>1.94</u>	<u>23.28</u>
24.	6000	8 1/2 x 11, 1/3, 1/5, or straight cut file Folders, heavy manila	<u>31.14</u>	<u>186.84</u>
25.	1400	Legal size file folders, 1/3, 1/5, or straight cut, Manila	<u>4.11-c</u>	<u>57.54</u>
26.	10 bx.	Pendaflex Folders 8 1/2 x 11 Hanging ²⁵⁻⁵ _{2 1/2"}	<u>4.50</u>	<u>45.00</u> ✓ <u>39.60</u>
27.	10 bx.	Pendaflex Folders 8 1/2 x 14 Hanging ³⁰⁻⁵ _{3 1/2"}	<u>5.30</u>	<u>53.00</u> ✓ <u>44.70</u>
28.	150	1524E Redrope file pockets, letter size	<u>.50</u>	<u>75.00</u>
29.	70	1526E Redrope vertical file pockets	<u>.58</u>	<u>40.60</u>
30.	700	#1514C, 11-3/4 x 9 1/2 vertical file pockets	<u>.42</u>	<u>294.00</u>
31.	150	#1516C, Legal size Pronto file pockets	<u>.51</u>	<u>76.50</u>
32.	50	#1536G Redrope legal size file pockets with 5 1/2" expansion	<u>.68</u>	<u>34.00</u>
33.	6	Webster Collegiate 7th Edition Dictionary	<u>7.22</u>	<u>43.32</u>
34.	5000	Sub. 20, size 2-7/16 x 4-5/16 Manila coin envelopes, with end flap	<u>6.00 M</u>	<u>30.00</u>
35.	100	Sub. 28, 9 x 12 White Catalogue Env.	<u>3.62-c</u>	<u>3.62</u>
36.	500	Sub. 32, 7 1/2 x 10 1/2, glazed Kraft Klasp Envelopes	<u>3.73-c</u>	<u>18.65</u>
37.	1000	Sub. 32, 10 x 13 Glazed Kraft Klasp Envelopes	<u>5.110 M</u>	<u>51.10</u>
38.	1000	Sub. 32, 11 1/2 x 14-1/2 Glazed Kraft Klasp Envelopes	<u>6.570 M</u>	<u>65.70</u>
39.	1000	Sub. 32, 12 x 15 1/2 Glazed Kraft Klasp Envelopes	<u>6.875 M</u>	<u>68.75</u>
40.	1600	Sub. 32, 6 x 9 Glazed Kraft Klasp Env.	<u>3.17-c</u>	<u>50.72</u>
41.	1000	Sub. 32, 10 x 15 Glazed Brown Kraft Envelopes, without clasp, gummed end flap	<u>6.50 M</u>	<u>65.00</u>

PLI	EST. QTY.	DESCRIPTION	UNIT PRICE	PST. TOTAL
42.	500	9 1/4 x 14 1/2 Manila Envelopes, with clasp	<u>6.00-c</u>	<u>30.00</u>
43.	500	10 x 15 Manila Envelopes with clasp	<u>6.37-c</u>	<u>31.85</u>
44.	8000	9 x 12 Brown Clasp Envelopes	<u>43.00m</u>	<u>344.00</u>
45.	2 gr.	Wonder Ritters Assorted Colors	<u>30.60</u>	<u>61.20</u>
46.	30 sets	4 x 6 Plastic tabbed card guides, Buff-Alphabetical 41C56	<u>1.07</u>	<u>32.10</u>
47.	30 sets	5 x 8 Plastic tabbed card guides, Buff-Alphabetical	<u>1.31</u>	<u>39.30</u>
48.	30 sets	Smead 1151-25, 11 x 8 1/2 Pressboard file guides, metal tabbed.	<u>4.69</u>	<u>140.70</u>
49.	15 sets	Smead 2151-25 Alphabetized Green Pressboard file Dividers, Legal size, Sub. Barkley 215-25-1	<u>5.82</u>	<u>87.30</u>
50.	10 sets	Smead 515-25, 3 x 5 Alphabetical Card Guides, Sub. Barkley 575-25	<u>.41</u>	<u>4.10</u>
51.	10 sets	Smead 5151-25 3 x 5 Alphabetical card guides, metal tabbed, Sub. Barkley 515-25-1	<u>3.19</u>	<u>31.90</u>
52.	20 sets	Smead 625-25, 4 x 6 Buff Guides, Alphabetical, Sub. Barkley 675-25	<u>.59</u>	<u>11.80</u>
53.	10 box	1/5 cut, 3 x 5 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 575	<u>1.15</u>	<u>11.50</u>
54.	10 box	1/3 cut, 3 x 5 Card Guides, plain blank tab, Buff, 100 per box. Sub. Barkley 573	<u>1.15</u>	<u>11.50</u>
55.	10 box	1/3 cut, 4 x 6 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 673	<u>1.60</u>	<u>16.00</u>
56.	10 box	1/5 Cut, 4 x 6 Card Guides, Plain Blank tab, Buff, 100 per box	<u>1.60</u>	<u>16.00</u>
57.	10 box	1/3 cut, 5 x 8 Card Guides, plain blank tab, Buff. 100 per box, Sub. Barkley 873	<u>2.40</u>	<u>24.00</u>
58.	10 sets	Smead 6151-25, 4 x 6 Alphabetical metal tabbed file guides, Sub. Barkley 615-25-1	<u>3.45</u>	<u>34.50</u>
59	300	1534 -G File Pockets	<u>.60</u>	<u>180.00</u>

11/15/75
1107.7

<u>ITEM</u>	<u>EST. QTY.</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>EST. TOTAL</u>
60.	20 sets	5 x 8 Alphabetical, metal tabbed press-board file guides, sub. Darkley 815-25-1	<u>3.55</u>	<u>77.00</u>
61.	7000	3 x 5 White ruled cards, #110 Index	<u>2.60</u>	<u>18.20</u>
62.	3000	4 x 6 White ruled cards, #110 Index	<u>4.24</u>	<u>12.66</u>
63.	3000	5 x 8 White ruled cards, #110 Index	<u>6.50</u>	<u>19.50</u>
64.	5000	8 1/2 x 11 National 14-281 White Faint Ruled, Three-ring filler paper	<u>9.33</u>	<u>46.65</u>
65.	30	National 45-604 Analysis pads, Sub. Wilson Jones 7204	<u>1.15</u>	<u>34.50</u>
66.	30	National 45-607 Analysis Pads, Sub. Wilson Jones 7207	<u>1.15</u>	<u>34.50</u>
67.	20	Wilson Jones G7214D Analysis Pads	<u>1.15</u>	<u>23.00</u>
68.	40	National 45-608 Analysis Pads, Sub. Wilson Jones 7208	<u>1.15</u>	<u>46.00</u>
69.	75	Wilson Jones 7513 Analysis Pads	<u>2.25</u>	<u>168.75</u>
70.	10	G7608B Wilson Jones Analysis Pads	<u>1.40</u>	<u>14.00</u>
71.	10	National 45-104 Analysis Pads, Sub. Wilson Jones 7604	<u>.90</u>	<u>9.00</u>
72.	70 dz.	8 1/2 x 11 Letter size ruled pads, yellow white #59-0250	<u>27.00</u>	<u>1890.00</u>
73.	100 dz.	8 1/2 x 14 Legal ruled pads, yellow white	<u>4.15</u>	<u>415.00</u>
74.	100 dz.	8 1/2 x 11 Legal ruled pads, yellow, white #59-1280	<u>36.34</u>	<u>3634.00</u>
75.	1 gr.	5 x 8 legal pads - Canary	<u>1.94</u>	<u>23.28</u>
76.	1 gr.	5 x 8 Legal pads - White	<u>1.94</u>	<u>23.28</u>
77.	600	8 1/2 x 11 Acetate sheet protectors, for three ring binders, #313, .005 Ga.	<u>.07</u>	<u>42.00</u>
78.	30	W. J. Columnar Pads #G7205	<u>1.16</u>	<u>34.80</u>
79.	600	Wilson Jones Columnar 10-3 sheets, 9 1/2 x 11 7/8	<u>5.30</u>	<u>3180.00</u>

1625364

<u>ITEM</u>	<u>EST.</u> <u>QTY.</u>	<u>DESCRIPTION</u>	<u>UNIT</u> <u>PRICE</u>	<u>EST.</u> <u>TOTAL</u>
80.	60	Ko-Rec-Type, all colors	<u>70</u>	<u>42.00</u>
81.	20	Ko-Rec-Type, for Errors	<u>70</u>	<u>14.00</u>
82.	50 lbs.	Misc. Rubber Bands, size 10, 14, 16, 19, 32, 62 and 84	¹⁷⁷ <u>177</u>	<u>88.50</u>
83.	16	Weis #35 File Boxes, Sub. Hedges #1035	<u>2.50</u>	<u>40.00</u>
84.	16	Weis #46 Storage Boxes with follow black for 4 x 6 cards, Sub. Hedge #1046	<u>2.78</u>	<u>44.48</u>
85.	10	Weis #835 WG, Gray Metal File Boxes, for 3 x 5 Cards	<u>4.44</u>	<u>44.40</u>
86.	20	Weis #846 WG, Gray Metal File Boxes, for 4 x 6 Cards	<u>5.22</u>	<u>104.40</u>
87.	20	#523 - 3 x 5 File Boxes 3" Deep	<u>1.98</u>	<u>39.60</u>
88.	10	Weis #858 WG, Gray Metal File Boxes, for 5 x 8 Cards	<u>6.00</u>	<u>60.00</u>
89.	20	1210L Pronto File, Letter size with metal front drawer type	<u>7.09</u>	<u>141.80</u>
90.	16	1510L Pronto Files, legal size with metal front drawer type	<u>9.00</u>	<u>144.00</u>
91.	20	#2 Liberty Storage Boxes	<u>1.65</u>	<u>33.00</u>
92.	60	#11 Liberty Storage Boxes	<u>2.10</u>	<u>126.00</u>
93.	50	#12 Liberty Storage Boxes	<u>2.35</u>	<u>117.50</u>
94.	50	#15 Liberty Storage Boxes	<u>1.79</u>	<u>89.50</u>
95.	20	#18 Liberty Storage Boxes	<u>1.65</u>	<u>33.00</u>
96.	30	6 x 9 Clipboards, #203	<u>.52</u>	<u>15.60</u>
97.	30	Letter size clipboards	<u>.55</u>	<u>16.50</u>
98.	40	Legal Size Clipboards	<u>.57</u>	<u>23.00</u>
99.	30,000	#1 Paper Clips	<u>1.74M</u>	<u>522.00</u>
100.	24 bx.	#1 Paper Clamps (12 to box)	<u>47</u>	<u>1176</u>
101.	4000	#3 Paper Clips, 7/8" long	^M <u>1.74</u>	<u>6.96</u>
102.	2000	Jumbo Paper Clips, 2" Long	<u>5.00M</u>	<u>10.00</u>

1298.80

<u>TRM</u>	<u>EST.</u> <u>QTY.</u>	<u>DESCRIPTION</u>	<u>UNIT</u> <u>PRICE</u>	<u>EST.</u> <u>TOTAL</u>
103.	4 dz.	Magnetic Clips with 1 1/4" Clamp Hunt PE 2026, or equivalent	<u>3.02⁵⁴</u>	<u>12.08</u>
104.	24	Magnetic Paper Clip Holders	<u>.93</u>	<u>22.32</u>
105.	4 dz.	Magnetic clips with 2 1/4" Clamp Hunt PE 2027 or equivalent	<u>42.54</u>	<u>171.12</u>
106.	8 dz.	#2 Binder clip-clamps	<u>.64</u>	<u>5.12</u>
107.	4 dz.	#5 Binder Clip-clamps L.E.B.	<u>.97</u>	<u>3.88</u>
108.	4 dz.	#10 Binder Clip-Clamps	<u>2.34</u>	<u>9.36</u>
109.	50	#1 Stamp Pads, Black & Red	<u>.78</u>	<u>39.00</u>
110.	20	#2 Stamp Pads, Black & Red	<u>1.08</u>	<u>21.60</u>
111.	50	1/2" Scotch Tape Dispensers, H-126	<u>2.80</u>	<u>14.00</u>
112.	50	3/4" Scotch Tape Dispensers, H-127	<u>2.80</u>	<u>14.00</u>
113.	6	C-20 Tape Dispensers	<u>4.28</u>	<u>25.68</u>
114.	4 dz.	#100 Pink Pearl Erasers	<u>1.95</u>	<u>7.80</u>
115.	10 dz.	#7099B AW Faber Eraser Sticks, with Brush Sub. Venus	<u>2.70</u>	<u>27.00</u>
116.	2 gr.	Pencil Tip Wedge Erasers	<u>4.05</u>	<u>8.10</u>
117.	4 dz.	#211 Art Gum Erasers	<u>2.42</u>	<u>9.68</u>
118.	6 dz.	#7077B Erasers	<u>2.70</u>	<u>16.20</u>
119.	2 dz.	#400 Eberhard Faber Pink Pearl Erasers	<u>2.55</u>	<u>5.10</u>
120.	2 dz.	#1207 Eberhard Faber Erasers	<u>2.58</u>	<u>5.16</u>
121.	4000	#3 Round Head Brass Fastners	<u>7.85¹⁰</u>	<u>31.40</u>
122.	8 bx.	#22 Acco Fastners, 50 per box	<u>1.49</u>	<u>11.92</u>
123.	6	R217A, Accordion or expanding files, letter size alphabetized	<u>3.94</u>	<u>23.64</u>
124.	10 dz.	Parr Swingline Finger tips, size 11, 11 1/2, 12, 13 and 13A	<u>1.33</u>	<u>13.30</u>
125.	6	Liberty #76, 7 x 9 1/2 metal copy holder	<u>1.50</u>	<u>9.00</u>
126.	20 bx.	Push Pins Assorted Colors 2 p2c R20420	<u>.45</u>	<u>9.00</u>
127.	60	Two-Section, Letter size, desk trays, gray #1600 Eldon	<u>3.57</u>	<u>214.20</u>

<u>ITEM</u>	<u>EST. QTY.</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>EST. TOTAL</u>
128.	4 ct.	31205 Dennison gummed labels, 4 1/16 x 1 3/4, 12 small boxes per carton	<u>3.18</u>	<u>12.72</u>
129.	4 ct.	31208 Dennison gummed labels, 4 x 2 1/2, 12 small boxes per carton	<u>3.15</u>	<u>12.72</u>
130.	2 dz.	Smead Spi-Roll labels, Cherry, Blue, & Buff	<u>6.69</u>	<u>13.38</u>
131.	4 ct.	30201 Dennison labels, 12 small boxes per carton	<u>3.18</u>	<u>12.72</u>
132.	6 ct.	31209 Dennison labels, gummed, 3 x 5, 12 small boxes per carton	<u>3.15</u>	<u>18.90</u>
133.	40 Pkg.	Labels, Avery Self-Adhesive, unprinted S-6432.	<u>1.50</u>	<u>60.00</u>
134.	40 Pkg.	Labels, Avery Self-adhesive, unprinted 5375	<u>1.32</u>	<u>52.80</u>
135.	6	"Cavalier" List-finders, complete	<u>10.00</u>	<u>60.00</u>
136.	8	List Finders refills, Cavalier Model	<u>1.85</u>	<u>15.60</u>
137.	10	Bates list finders, "Director" Model complete	<u>6.00</u>	<u>60.00</u>
138.	8	List finders refills, Director Model	<u>1.85</u>	<u>15.60</u>
140.	6 bx.	3631 Carter's purple ditto masters, 8 1/2 x 11, Sub. Allied.	<u>4.12</u>	<u>24.72</u>
141.	30 dz.	Felt-tipped markers, pencil type, Estabrook, various colors, Sub. Dri-Mark PR & PFR	<u>3.80</u>	<u>114.00</u>
142.	30 dz.	Markers, All-rite fine line, sprite orange	<u>2.57</u>	<u>77.10</u>
143.	24	Sterling Master Envelopes, Moistened (Plastic tube with sponge)	<u>.34</u>	<u>8.16</u>
144.	40 gr.	Black lead pencils, Ticonderoga #2, 2 1/2, & 3	<u>9.60</u>	<u>384.00</u>
145.	50 dz.	Eagle Veri-Thin pencils, with erasers, various colors	<u>1.44</u>	<u>72.00</u>
146.	20 dz.	Eagle Veri-Thin pencils, without erasers, various colors.	<u>1.44</u>	<u>28.80</u>
147.	8 dz.	A.W. Faber-Castell Drawing pencils 2H & 3H	<u>2.55</u>	<u>20.40</u>
148.	60 dz.	All-Rite Office riters, extra fine line, #522, #542, Colors Red, Blue & Black	<u>2.91</u>	<u>174.60</u>

1231.00

TEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
149.	60 dz.	S54E Med. All Rite Pens	<u>2.17</u>	<u>130.20</u>
150.	1 gr.	#207 Magic Marker - All Colors	<u>27.55</u>	<u>27.55</u>
151.	4 dz.	Universal refills for ball point pens, medium point, Blue, Black and Red	<u>3.79</u>	<u>15.16</u>
152.	4	#501H Shaeffer Pen Sets	<u>4.99</u>	<u>19.96</u>
153.	10	#501H Shaeffer Pens Only	<u>1.50</u>	<u>15.00</u>
154.	60 dz.	Bic Pens, Medium Point	<u>1.94</u>	<u>116.40</u>
155.	60 dz.	Bic Pens, Fine Point	<u>2.25</u>	<u>135.00</u>
156.	4 dz.	Papermate Pens, refillable Ball Point	<u>7.55</u>	<u>30.20</u>
157.	36	Pental Sharp 5 Eversharps	<u>1.49</u>	<u>53.64</u>
158.	30 tube	Pental Lead for Sharp 5 pencils	<u>.49</u>	<u>14.70</u>
160.	4 dz.	Dri-Mark Nylon Tip Pens, Various Colors	<u>3.01</u>	<u>12.04</u>
161.	20	Medium priced metal letter openers	<u>.40</u>	<u>8.00</u>
162.	2 ct.	#2 Dennison gummed reinforcements, 72 boxes to a carton	<u>7.87</u>	<u>15.74</u>
163.	24	12" Wood Ruler, with double metal edge	<u>.36</u>	<u>8.64</u>
164.	24	15" Wood ruler, with double metal edge	<u>.45</u>	<u>10.80</u>
165.	24	18" Wood ruler, with double metal edge	<u>.50</u>	<u>12.00</u>
166.	20	10" straight scissors, medium priced	<u>3.35</u>	<u>67.00</u>
167.	20	#4 Swingline staplers, pearl gray	<u>8.45</u>	<u>169.00</u>
168.	50 bx.	Staples for #4 Swingline Staplers	<u>.42</u>	<u>21.00</u>
169.	10 bx.	Ace #700 undulated staples	<u>13.30</u>	<u>133.00</u>
170.	6	#702 Ace Clipper Staples	<u>6.13</u>	<u>36.78</u>
171.	40	Ace Standard #600 Staple removers	<u>.58</u>	<u>23.20</u>
172.	20	Pencil sharpener, Boston 1068, self-feed Beige color, vacuum Base	<u>42.80</u>	<u>856.00</u>
173.	5000	#5G Manila Tags, 4 3/4 x 2 3/8	<u>6.64</u> ^M	<u>33200</u>
174.	2000	MR33 White Tags	<u>18.64</u> ^M	<u>37280</u>
175.	500	MR35 White Tags	<u>2.49</u>	<u>1245</u>

157 11

ITEM	QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
176.	18	Hedge File Boxes #1058 C153	<u>3.40</u>	<u>61.20</u>
177.	20 bx.	Large thumb tacks, #4, 100 per box	<u>.48</u>	<u>9.60</u>
178.	4 rls.	#710 Scotch Tape, 2" wide x 72 yds. black pressure	<u>72.6</u>	<u>290.4</u>
179.	80	#810 Mending Tape, 1/2" x 1296"	<u>.75</u>	<u>60.00</u>
180.	60	#810 Mending Tape 3/4" x 300" with Dispenser	<u>.32</u>	<u>19.20</u>
181.	150	#810 Mending Tape, 3/4" x 1296"	<u>.99</u>	<u>148.50</u>
182.	20	#810 Mending Tape 3/4" x 2592"	<u>1.75</u>	<u>35.00</u>
183.	70	#600 Scotch Tape, 1/2" x 1296"	<u>.55</u>	<u>38.50</u>
184.	50	#600 Scotch Tape, 3/4" x 1296"	<u>.74</u>	<u>37.00</u>
185.	20	#600 Scotch Tape, 3/4" x 2592"	<u>1.17</u>	<u>23.40</u>
186.	50	#230 Scotch Brand Drafting Tape, 3/4" x 60 yards rolls	<u>1.37</u>	<u>68.50</u>
187.	30	#230 Scotch Brand Drafting Tape, 1" x 60 Yard Rolls	<u>1.79</u>	<u>53.10</u>
188.	100Ft.	Magnetic Tape - 1/2" Wide	<u>.22</u>	<u>22.00</u>
189.	40 rls.	1/2" Wide Dymo Tape, Black, Blue, Green & Brown	<u>.55</u>	<u>22.00</u>
190.	40 rls.	3/8" Wide Dymo Tape, Black, Blue, Green & Brown	<u>.68</u>	<u>27.20</u>
191.	20 rls.	1/2" Dymo Tape, Assorted Colors	<u>.70</u>	<u>14.00</u>
192.	1 dz.	Engrs. Scales & Cases (3 sided)	<u>14.58</u>	<u>14.58</u>
193.	30 bx.	1/2" Clear Index Tabbing, 5 ft. per box	<u>.65</u>	<u>19.50</u>
194.	20 bx.	Index Tabs, various colors, #381, 382, 383, 385 and 387, 5 ft. per box	<u>.65</u>	<u>13.00</u>
195.	24 rls.	#880, 3/4" x 60 yd., Filament tape, Scotch Brand	<u>2.43</u>	<u>58.32</u>
196.	12	#18 Polished Cotton Twine 1/2# Balls	<u>1.28</u>	<u>15.36</u>
197.	12	2 1/2 lb. Cones of 20 Ply Cotton Twine	<u>6.31</u>	<u>75.72</u>
198.	30	19 x 24 Green Desk Pad Blotters	<u>1.5</u>	<u>4.50</u>

877.12 ✓

<u>ITEM</u>	<u>EST. QTY.</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>EST. TOTAL</u>
199.	50	19 x 24 Desk Pads, Green 21403	<u>1.54</u>	<u>92.00</u>
200.	100	19 x 24 Acetate Desk Pad Covers, .0075 thick	<u>.50</u>	<u>50.00</u>
201.	10	Rubber Pads for Under Typewriters	<u>1.63</u>	<u>16.30</u>
202.	6	X6-403CR, 1/4" Clipper type paper punches	<u>.81</u>	<u>4.86</u>
203.	50	Smead #1075G Expanding Wallets	<u>.55</u>	<u>44.00</u>
204.	2 grs.	Pentel Rolling Riter Assorted Colors	<u>6.810</u>	<u>136.20</u>
205.	30 gal.	Ditto Fluid, in 1 Gallon Jugs	<u>2.50</u>	<u>75.00</u>
206.	48	Blue-Black ink Cartridges	<u>.53</u>	<u>15.84</u>
207.	20	Stamp Pads ink, in 1 1/2 oz. bottles black & red	<u>.45</u>	<u>9.00</u>
208.	4 dz.	Carter's Rubber Cement, 4 oz. bottles, Sub. Ross- Evans	<u>5.854</u>	<u>23.52</u>
209.	10	Empty Pint Jar, with Applicator brush , for Carter's Rubber Cement	<u>2.17</u>	<u>21.70</u>
210.	4	Carter's Rubber Cement, in 1 gallon containers	<u>5.76</u>	<u>23.04</u>
211.	4	Carter's Rubber Cement Thinner, in 1 quart containers, Sub. Ross-Evans	<u>1.23</u>	<u>4.92</u>
212.	30	Scat Typewriter Cleaner, 2 oz. bottles	<u>.77</u>	<u>23.10</u>
213.	5000	Tag Wire, 12" 1000 per bundle	<u>2.44</u>	<u>122.00</u>
214.	6 ea.	Roll Master Paper Holders	<u>3.55</u>	<u>21.30</u>
215.	30	Write-O-Folio Legal Size	<u>2.07</u>	<u>62.10</u>
216.	40	Write-O-Folio Letter Size	<u>1.83</u>	<u>77.20</u>
217.	1 gr.	Liquid Paper	<u>95.04</u>	<u>95.04</u>
218.	24 bt.	Liquid Paper Thinner	<u>.27</u>	<u>6.48</u>
219.	10 dz.	Map Tacks, Assorted Colors	<u>1.08</u>	<u>10.80</u>
220.	20 sets	Cl-213-8 Aico Indexes	<u>.55</u>	<u>11.00</u>
221.	15 cans	3M Desk & Office Cleaners	<u>1.24</u>	<u>18.60</u>

845.08 ✓

ITEM	QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
222.	40 pcs.	Poster Board 22" x 28" White	<u>25</u>	<u>10.00</u>
223.	7 gal.	Liquid Padding Compound - Merritt	<u>12.48</u>	<u>87.36</u>
224.	5 pkg.	GL0-8 Ledger Sheets	<u>5.23</u>	<u>26.15</u>
225.	1 gr.	Lindy Medium Pens #460M Assorted Colors	<u>45.12</u>	<u>45.12</u>
226.	12 rls.	C R 16 Correction Tape	<u>52</u>	<u>6.24</u>
227.	10	Paper Spindles	<u>50</u>	<u>5.00</u>
228.	7 dz.	Magic Markers Wide Nib.	<u>477</u>	<u>33.39</u>
229.	20 sets	3 x 5 Plastic Tab Alphabetical Card Guides	<u>75</u>	<u>15.00</u>
230.	4 sets	9" High Metal Bookends	<u>258</u>	<u>10.32</u>
231.	8 sets	5" High Metal Bookends	<u>68</u>	<u>5.44</u>
232.	10	15" Waste Baskets	<u>197</u>	<u>19.70</u>
233.	10	12 1/2" Waste Baskets	<u>135</u>	<u>13.50</u>
234.	40	47-812 Binders	<u>55</u>	<u>35.20</u>
235.	18	241-40N Post Binders	<u>700</u>	<u>12.60</u>
236.	6	LV-219-A Legal Size Accordion File Alphabetized	<u>6.00</u>	<u>36.00</u>
237.	70	Indexes 504-40M	<u>131</u>	<u>9.17</u>
238.	6 dz.	Flash 32 Markers	<u>309</u>	<u>18.54</u>
239.	5000	C-35 Rolodex Cards	<u>6.00</u>	<u>30.00</u>

COMPANY: Business Equipment SIGNATURE: Arden Ober

TERMS: net DATE: 5/18/77

TOTAL AMOUNT \$ 11,855.37

615.26

DEPARTMENT OF PURCHASES
 Number One Main St., Ft. Wayne, Ind. 46802
INVITATION

Quotations, subject to the conditions on the reverse hereof, are requested on the following list of materials, supplies, equipment or services, for the department as mentioned, with delivery to destination as shown below. Quotations shall include all charges for delivery, packing, etc. Address your reply as indicated below.

*Mail all replies and correspondence, etc. to Attn. of A. C. Lord 423-7037 DEPARTMENT OF PURCHASES

Room 470, Number One Main St., Ft. Wayne, Ind. 46802

Address REQUIRED FOR DELIVERY TO:

Department or Division Office Services Department
One Main Street, Basement, City County Bldg.

Address Fort Wayne, Indiana 46802

RETURN ORIGINAL TO THE CITY — RETAIN DUPLICATE COPY FOR YOUR FILE

Closing Time of Bids Wednesday, May 18, 1977 at 2:30 P.M.

TAXES: THE CITY IS EXEMPT FROM FEDERAL EXCISE AND INDIANA STATE SALES TAX. THE CITY'S INDIANA SALES TAX EXEMPTION CERTIFICATE NUMBER IS NO. 3446. PRICES SHOULD NOT INCLUDE THESE TAXES. See "Instructions to Bidders" No. 10 on reverse for details.

TAX EXEMPT (Unless otherwise indicated)

Page 1 of 17

Ref. No. 426

Date April 15, 1977

Date wanted 5-18-77

Fund
 Appropriation No. _____

Quantity	Unit	Materials, Supplies, Equipment or Services	Unit Price	Total Amount
		<p><u>OFFICE SUPPLIES - July 1, 1977 thru June 30, 1978</u></p> <p>The enclosed bidders sheets must be properly completed and returned as your bid, along with the properly executed Non-Collusion Affidavit.</p> <p>The award of this bid may be made on either an item by item or on an overall basis, as we determine the most beneficial to the City.</p> <p>The supplies will be shipped only upon issuance of Purchase Orders as the need dictates.</p> <p>Vendors must be able to supply from stock. If requests cannot be filled within seven (7) days, then approval will be required for extended delivery.</p> <p>The Brand Names and Numbers are only intended to be used as a guide for bidders. If alternate is to be quoted it must be equal or better. Please list manufacturer and number on line provided.</p> <p>All Unit Prices are to be extended.</p>		

Bid Bond required ☐ YES ☒ 5% of Bid Performance Bond ☐ YES ☒
See Instruction Item No. 15 on reverse side hereof.
 Terms NET % cash discount if paid within X days from delivery and acceptance of goods or completion of services.

PROPOSAL OR BID

In compliance with the above invitation for bids and subject to all conditions thereof, the undersigned offers and agrees, if this bid be accepted within a reasonable time from date of closing, to furnish any or all of the items or render such services upon which prices are quoted, in accordance with the specifications appearing and as the price set opposite each item.

Delivery of any or all of the items or completion of services indicated shall be made within 7 days from receipt of order.

IMPORTANT

As delivery may be a deciding factor in the award of an order, it is important that bidders furnish the information requested above.

Sign Here! → **SHIPP OF FORT WAYNE**
 Name of Company
JACK B SCHROEDER Postman
 Address 323 E HERRY ST.
 City FORT WAYNE, IND Zone 4-447

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
1.	50	Accopress Binders, 11 x 8 1/2, side openings BFS 2507	<u>59^{ts}_{ea}</u>	<u>29.50</u>
2.	40	Accopress Binders, 11 x 8 1/2, end opening BFS 1074	<u>75_{ea}</u>	<u>30.00</u>
3.	80	Accopress Binders, legal size, end opening, red, with 3" capacity	<u>92_{ea}</u>	<u>73.60</u>
4	40	Wilson Jones 14-141in Nylon Prong Binders, 14-7/8 x 11 sheet	<u>1.55_{ea}</u>	<u>62.00</u>
5.	40	Three-Ring, Loose-leaf, hard cover with cloth hinge, Binders, Rogers 4345-14	<u>240_{ea}</u>	<u>96.00</u>
6.	24 tubes	Pontel Eraser Refills	<u>30_{ea}</u>	<u>7.20</u>
7.	10	National 63-161, 9 1/2 x 6 Binders Sub. W.J. 364-12B	<u>210_{ea}</u>	<u>21.00</u>
8.	10	National 64-261, 9 1/2 x 6 Three Ring Black Binders, Sub. Rogers 3329-12	<u>348_{ea}</u>	<u>34.80</u>
9.	10	National 87-784 Black, Hard Cover, Three-ring Binders	<u>879_{ea}</u>	<u>87.90</u>
10.	10	Wilson Jones 345-40, 8 1/2 x 5 1/2 ring Binders, Sub. Rogers 1345-40	<u>425_{ea}</u>	<u>42.50</u>
11.	10	Rogers 4345-10, 8 1/2 x 5 1/2 Loose leaf Binders stiff back, three ring	<u>240_{ea}</u>	<u>24.00</u>
12.	10	Rogers 1344-14L, 11 x 8 1/2 Three Ring Binders	<u>487_{ea}</u>	<u>48.70</u>
13.	10	Rogers 1349-44, three hole, black hard cover Binders	<u>298_{ea}</u>	<u>29.80</u>
14.	4	Borum & Pease 1471 Roll Books 14 1/4 x 9 1/4, with 150 pages	<u>840_{ea}</u>	<u>33.60</u>
15.	10	National Account Books, 37-331, or Borum and Pease 67-1/8, 150 pages	<u>420_{ea}</u>	<u>42.00</u>
16.	100	National 46-577 Money receipt books, 50 leaves, Sub. Wilson Jones S1607	<u>36_{ea}</u>	<u>36.00</u>
17.	150	Steno Notebooks, 36-746, Sub Wilson Jones 1115W	<u>35_{ea}</u>	<u>52.50</u>
18.	20 bx.	Blue Manuscript Covers, 9 x 15 1/2, 100 per box, Eaton 225	<u>364_{bx}</u>	<u>72.80</u>
19.	1M	Slider Back Report Covers - Clear	<u>134_{ea}</u>	<u>130.00</u>

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
20.	500	#1128 Duo-Tang Covers, Light Blue with Pockets on both covers	20¢ _{ea}	100.00
21.	1000	#1258 Duo-Tang Covers, Green, Gray, Red Light Blue, and Dark Blue	15¢ _{ea}	150.00
22.	12 set	Drawer Frames 8 1/2 x 11	224¢ _{set}	26.88
23.	12 sets	Drawer Frames 8 1/2 x 14	245¢ _{set}	29.40
24.	6000	8 1/2 x 11, 1/3, 1/5, or straight cut file Folders, heavy manila	33.00 _M	198.00
25.	1400	Legal size file folders, 1/3, 1/5, or straight cut, Manila	39.78 _M	55.97
26.	10 bx.	Pendaflex Folders 8 1/2 x 11 Hanging	41.5¢ _{bx}	41.50
27.	10 bx.	Pendaflex Folders 8 1/2 x 14 Hanging	48.00 _{bx}	48.00
28.	150	1524E Redrope file pockets, letter size	48¢ _{ea}	72.00
29.	70	1526E Redrope vertical file pockets	56¢ _{ea}	39.20
30.	700	#1514C, 11-3/4 x 9 1/2 vertical file pockets	40¢ _{ea}	280.00
31.	150	#1516C, Legal size Pronto file pockets	48¢ _{ea}	72.00
32.	50	#1536G Redrope legal size file pockets with 5 1/2" expansion	6.54¢ _{ea}	32.50
33.	6	Webster Collegiate 7th Edition Dictionary	82.1¢ _{ea}	49.26
34.	5000	Sub. 20, size 2-7/16 x 4-5/16 Manila coin envelopes, with end flap	NO QUOTE	
35.	100	Sub. 28, 9 x 12 White Catalogue Env.	450.00	450
36.	500	Sub. 32, 7 1/2 x 10 1/2, glazed Kraft Klap Envelopes	475.00	23.75
37.	1000	Sub. 32, 10 x 13 Glazed Kraft Klap Envelopes	5990 _M	59.90
38.	1000	Sub. 32, 11 1/2 x 14 1/2 Glazed Kraft Klap Envelopes	8470 _M	84.70
39.	1000	Sub. 32, 12 x 15 1/2 Glazed Kraft Klap Envelopes	8950 _M	89.50
40.	1600	Sub. 32, 6 x 9 Glazed Kraft Klap Env.	3950 _M	63.20
41.	1000	Sub. 32, 10 x 15 Glazed Brown Kraft Envelopes, without clasp, gummed end flap	NO QUOTE	

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
42.	500	9 1/4 x 14 1/2 Manila Envelopes, with clasp	<u>750_{uo}</u>	<u>37.50</u>
43.	500	10 x 15 Manila Envelopes with clasp	<u>825_{uo}</u>	<u>41.25</u>
44.	8000	9 x 12 Brown Clasp Envelopes	<u>51⁰⁰_M</u>	<u>408⁰⁰</u>
45.	2 gr.	Wonder Ritters Assorted Colors	<u>42.30_{pr}</u>	<u>84.60</u>
46.	30 sets	4 x 6 Plastic tabbed card guides, Buff-Alphabetical	<u>132_{set}</u>	<u>39.60</u>
47.	30 sets	5 x 8 Plastic tabbed card guides, Buff-Alphabetical	<u>179_{set}</u>	<u>53.70</u>
48.	30 sets	Smead 1151-25, 11 x 8 1/2 Pressboard file guides, metal tabbed.	<u>615_{set}</u>	<u>184.50</u>
49.	15 sets	Smead 2151-25 Alphabetized Green Pressboard file Dividers, Legal size, Sub. Barkley 215-25-1	<u>735_{set}</u>	<u>110.25</u>
50.	10 sets	Smead 515-25, 3 x 5 Alphabetical Card Guides, Sub. Barkley 575-25	<u>84_{set}</u>	<u>8.40</u>
51.	10 sets	Smead 5151-25 3 x 5 Alphabetical card guides, metal tabbed, Sub. Barkley 515-25-1	<u>375_{set}</u>	<u>37.50</u>
52.	20 sets	Smead 625-25, 4 x 6 Buff Guides, Alphabetical, Sub. Barkley 675-25	<u>69_{set}</u>	<u>13.80</u>
53.	10 box	1/5 cut, 3 x 5 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 575	<u>136_{bx}</u>	<u>13.60</u>
54.	10 box	1/3 cut, 3 x 5 Card Guides, plain blank tab, Buff, 100 per box. Sub. Barkley 573	<u>136_{bx}</u>	<u>13.60</u>
55.	10 box	1/3 cut, 4 x 6 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 673	<u>210_{bx}</u>	<u>21.00</u>
56.	10 box	1/5 Cut, 4 x 6 Card Guides, Plain Blank tab, Buff, 100 per box	<u>210_{bx}</u>	<u>21.00</u>
57.	10 box	1/3 cut, 5 x 8 Card Guides, plain blank tab, Buff. 100 per box, Sub. Barkley 873	<u>305_{bx}</u>	<u>30.50</u>
58.	10 sets	Smead 6151-25, 4 x 6 Alphabetical metal tabbed file guides, Sub. Barkley 615-25-1	<u>400_{set}</u>	<u>40.00</u>
59	300	1534 -G File Pockets	<u>574_{pr}</u>	<u>172.20</u>

1327.00 ✓
 11/15/50

<u>ITEM</u>	<u>EST.</u> <u>QTY.</u>	<u>DESCRIPTION</u>	<u>UNIT</u> <u>PRICE</u>	<u>EST.</u> <u>TOTAL</u>
60.	20 sets	5 x 8 Alphabetical, metal tabbed press-board file guides, sub. Barkley 815-25-1	<u>450^{set}</u>	<u>90.00</u>
61.	7000	3 x 5 White ruled cards, #110 Index	<u>235^M</u>	<u>16.45</u>
62.	3000	4 x 6 White ruled cards, #110 Index	<u>418^M</u>	<u>12.54</u>
63.	3000	5 x 8 White ruled cards, #110 Index	<u>640^M</u>	<u>19.20</u>
64.	5000	8½ x 11 National 14-281 White Paint Ruled, Three-ring filler paper	<u>960^M</u>	<u>48.00</u>
65.	30	National 45-604 Analysis pads, Sub. Wilson Jones 7204	<u>112^{ea}</u>	<u>3360</u>
66.	30	National 45-607 Analysis Pads, Sub. Wilson Jones 7207	<u>112^{ea}</u>	<u>33.60</u>
67.	20	Wilson Jones G7214D Analysis Pads	<u>112^{ea}</u>	<u>22.40</u>
68.	40	National 45-608 Analysis Pads, Sub. Wilson Jones 7208	<u>112^{ea}</u>	<u>44.80</u>
69.	75	Wilson Jones 7513 Analysis Pads	<u>230^{ea}</u>	<u>172.50</u>
70.	10	G7608B Wilson Jones Analysis Pads	<u>141^{ea}</u>	<u>1410</u>
71.	10	National 45-104 Analysis Pads, Sub. Wilson Jones 7604	<u>87^{ea}</u>	<u>870</u>
72.	70 dz.	8½ x 11 Letter size ruled pads, yellow white #59-0250	<u>280^{dz.}</u>	<u>196.00</u>
73.	100 dz.	8½ x 14 Legal ruled pads, yellow white	<u>410^{dz.}</u>	<u>410.00</u>
74.	100 dz.	8½ x 11 Legal ruled pads, yellow, white #59-1280	<u>405^{dz.}</u>	<u>405.00</u>
75.	1 gr.	5 x 8 legal pads - Canary	<u>200^{dz.}</u>	<u>24.00</u>
76.	1 gr.	5 x 8 Legal pads - White	<u>200^{dz.}</u>	<u>24.00</u>
77.	600	8½ x 11 Acetate sheet protectors, for three ring binders, #313, .005 Ga.	<u>.06^{ea}</u>	<u>36.00</u>
78.	30	W. J. Columnar Pads #G7205	<u>117^{ea}</u>	<u>35.10</u>
79.	600	Wilson Jones Columnar 10-3 sheets, 9½ x 11 7/8	<u>485¹⁰⁰</u>	<u>291.00</u>

1675.09

<u>ITEM</u>	<u>EST. QTY.</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>EST. TOTAL</u>
80.	60	Ko-Rec-Type, all colors	<u>70 ea</u>	<u>4200</u>
81.	20	Ko-Rec-Type, for Errors	<u>70 ea</u>	<u>14.00</u>
82.	50 lbs.	Misc. Rubber Bands, size 10, 14, 16, 19, 32, 62 and 84	<u>155 ea</u>	<u>7750</u>
83.	16	Weis #35 File Boxes, Sub. Hedges #1035	<u>237 ea</u>	<u>37.92</u>
84.	16	Weis #46 Storage Boxes with follow black for 4 x 6 cards, Sub. Hedge #1046	<u>260 ea</u>	<u>41.60</u>
85.	10	Weis #835 WG, Gray Metal File Boxes, for 3 x 5 Cards	<u>439 ea</u>	<u>4390</u>
86.	20	Weis #846 WG, Gray Metal File Boxes, for 4 x 6 Cards	<u>510 ea</u>	<u>102.00</u>
87.	20	#523 - 3 x 5 File Boxes 3" Deep	<u>204 ea</u>	<u>4080</u>
88.	10	Weis #858 WG, Gray Metal File Boxes, for 5 x 8 Cards	<u>585 ea</u>	<u>5850</u>
89.	20	1210L Pronto File, Letter size with metal front drawer type	<u>760 ea</u>	<u>152.00</u>
90.	16	1510L Pronto Files, legal size with metal front drawer type	<u>1090 ea</u>	<u>17440</u>
91.	20	#2 Liberty Storage Boxes	<u>150 ea</u>	<u>3000</u>
92.	60	#11 Liberty Storage Boxes	<u>195 ea</u>	<u>11700</u>
93.	50	#12 Liberty Storage Boxes	<u>218 ea</u>	<u>10900</u>
94.	50	#15 Liberty Storage Boxes	<u>164 ea</u>	<u>82.00</u>
95.	20	#18 Liberty Storage Boxes	<u>152 ea</u>	<u>30.40</u>
96.	30	6 x 9 Clipboards, #203	<u>60 ea</u>	<u>18.00</u>
97.	30	Letter size clipboards	<u>70 ea</u>	<u>21.00</u>
98.	40	Legal Size Clipboards	<u>75 ea</u>	<u>30.00</u>
99.	30,000	#1 Paper Clips	<u>150 M</u>	<u>115.00</u>
100.	24 bx.	#1 Paper Clamps (12 to box)	<u>45 BX</u>	<u>10.50</u>
101.	4000	#3 Paper Clips, 7/8" long	<u>150 M</u>	<u>6.00</u>
102.	2000	Jumbo Paper Clips, 2" Long	<u>5.00 M</u>	<u>10.00</u>

2,388.24

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
103.	4 dz.	Magnetic Clips with 1 1/4" Clamp Hunt PE 2026, or equivalent	<u>300 m</u>	<u>12 00</u>
104.	24	Magnetic Paper Clip Holders	<u>75 ea</u>	<u>18 00</u>
105.	4 dz.	Magnetic clips with 2 1/4" Clamp Hunt PE 2027 or equivalent	<u>428 pz</u>	<u>1712</u>
106.	8 dz.	#2 Binder clip-clamps	<u>60 pz</u>	<u>480</u>
107.	4 dz.	#5 Binder Clip-clamps L.E.B.	<u>95 pz</u>	<u>380</u>
108.	4 dz.	#10 Binder Clip-Clamps	<u>215 pz</u>	<u>860</u>
109.	50	#1 Stamp Pads, Black & Red	<u>75 ea</u>	<u>37.50</u>
110.	20	#2 Stamp Pads, Black & Red	<u>104 ea</u>	<u>2080</u>
111.	50	1/2" Scotch Tape Dispensers, H-126	<u>29 ea</u>	<u>1450</u>
112.	50	3/4" Scotch Tape Dispensers, H-127	<u>29 ea</u>	<u>1450</u>
113.	6	C-20 Tape Dispensers	<u>485 ea</u>	<u>2910</u>
114.	4 dz.	#100 Pink Pearl Erasers	<u>195 pz</u>	<u>780</u>
115.	10 dz.	#7099B AW Faber Eraser Sticks, with Brush Sub. Venus	<u>255 pz</u>	<u>2550</u>
116.	2 gr.	Pencil Tip Wedge Erasers	<u>350 gr</u>	<u>700</u>
117.	4 dz.	#211 Art Gum Erasers	<u>225 pz</u>	<u>900</u>
118.	6 dz.	#7077B Erasers	<u>2.55 pz</u>	<u>15.30</u>
119.	2 dz.	#400 Eberhard Faber Pink Pearl Erasers	<u>2.55 pz</u>	<u>5.10</u>
120.	2 dz.	#1207 Eberhard Faber Erasers	<u>2.55 pz</u>	<u>5.10</u>
121.	4000	#3 Round Head Brass Fastners	<u>715 m</u>	<u>2860</u>
122.	8 bx.	#22 Acco Fastners, 50 per box	<u>144 bx</u>	<u>1152</u>
123.	6	R217A, Accordion or expanding files, letter size alphabetized	<u>350 ea</u>	<u>2100</u>
124.	10 dz.	Parr Swingline Finger tips, size 11, 11 1/2, 12, 13 and 13A	<u>115 dz</u>	<u>1150</u>
125.	6	Liberty #76, 7 x 9 1/2 metal copy holder	<u>149 ea</u>	<u>894</u>
126.	20 bx.	Push Pins Assorted Colors	<u>35 bx</u>	<u>700</u>
127.	60	Two-Section, Letter size, desk trays, gray #1600 Eldon	<u>330 ea</u>	<u>198 00</u>

547.08 ✓

ITEM	EST. QTY.	DESCRIPTION	PRICE	TOTAL
128.	4 ct.	31205 Dennison gummed labels, 4 1/16 x 1 3/4, 12 small boxes per carton	<u>4⁵⁰ ct</u>	<u>18.00</u>
129.	4 ct.	31208 Dennison gummed labels, 4 x 2 1/2, 12 small boxes per carton	<u>4⁵⁰ ct</u>	<u>18.00</u>
130.	2 dz.	Smead Spi-Roll labels, Cherry, Blue, & Buff	<u>60⁵ dz</u>	<u>12.10</u>
131.	4 ct.	30201 Dennison labels, 12 small boxes per carton	<u>4⁵⁰ ct</u>	<u>16.00</u>
132.	6 ct.	31209 Dennison labels, gummed, 3 x 5, 12 small boxes per carton	<u>4⁵⁰ ct</u>	<u>27.00</u>
133.	40 Pkg.	Labels, Avery Self-Adhesive, unprinted S-6432.	<u>139 PK</u>	<u>55.60</u>
134.	40 Pkg.	Labels, Avery Self-adhesive, unprinted 5375	<u>146 PK</u>	<u>58.40</u>
135.	6	"Cavalier" List-finders, complete	<u>90⁵ ea</u>	<u>54.30</u>
136.	8	List Finders refills, Cavalier Model	<u>174 ea</u>	<u>13.92</u>
137.	10	Bates list finders, "Director" Model complete	<u>5⁵⁰ ea</u>	<u>55.00</u>
138.	8	List finders refills, Director Model	<u>174 ea</u>	<u>13.92</u>
140.	6 bx.	3631 Carter's purple ditto masters, 8 1/2 x 11, Sub. Allied.	<u>498 ea</u>	<u>2988</u>
141.	30 dz.	Felt-tipped markers, pencil type, Estabrook, various colors, Sub. Dri-Mark PR & PFR	<u>380 dz</u>	<u>114.00</u>
142.	30 dz.	Markers, All-rite fine line, sprite orange	<u>294 dz</u>	<u>88.20</u>
143.	24	Sterling Master Envelopes, Moistened (Plastic tube with sponge)	<u>25 ea</u>	<u>6.00</u>
144.	40 gr.	Black lead pencils, Ticonderoga #2, 2 1/2, & 3	<u>10.05 gr</u>	<u>402.00</u>
145.	50 dz.	Eagle Veri-Thin pencils, with erasers, various colors	<u>149 dz</u>	<u>74.50</u>
146.	20 dz.	Eagle Veri-Thin pencils, without erasers, various colors.	<u>149 dz</u>	<u>29.80</u>
147.	8 dz.	A.W. Faber-Castell Drawing pencils 2H & 3H	<u>295 dz</u>	<u>23.60</u>
148.	60 dz.	All-Rite Office riters, extra fine line, #522, #542, Colors Red, Blue & Black	<u>243 dz</u>	<u>145.80</u>

1758.02

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
149.	60 dz.	S54E Med. All Rite Pens	<u>1.89⁰²</u>	<u>113.40</u>
150.	1 gr.	#207 Magic Marker - All Colors	<u>38.88^{gr}</u>	<u>38.88</u>
151.	4 dz.	Universal refills for ball point pens, medium point, Blue, Black and Red	<u>3.50⁰²</u>	<u>14.00</u>
152.	4	#501H Shaeffer Pen Sets	<u>4.99⁰⁰</u>	<u>19.96</u>
153.	10	#501H Shaeffer Pens Only	<u>1.95</u>	<u>19.50</u>
154.	60 dz.	Bic Pens, Medium Point	<u>1.99⁰²</u>	<u>119.40</u>
155.	60 dz.	Bic Pens, Fine Point	<u>2.35⁰²</u>	<u>141.00</u>
156.	4 dz.	Papermate Pens, refillable Ball Point	<u>8.23⁰²</u>	<u>32.92</u>
157.	36	Pental Sharp 5 Eversharps	<u>2.08⁰⁰</u>	<u>74.88</u>
158.	30 tube	Pental Lead for Sharp 5 pencils	<u>.49⁰⁰</u>	<u>14.70</u>
160.	4 dz.	Dri-Mark Nylon Tip Pens, Various Colors	<u>3.50⁰²</u>	<u>14.00</u>
161.	20	Medium priced metal letter openers	<u>3.70⁰⁰</u>	<u>7.40</u>
162.	2 ct.	#2 Dennison gummed reinforcements, 72 boxes to a carton	<u>14.60⁰⁰</u>	<u>29.20</u>
163.	24	12" Wood Ruler, with double metal edge	<u>3.00⁰⁰</u>	<u>7.20</u>
164.	24	15" Wood ruler, with double metal edge	<u>3.90⁰⁰</u>	<u>9.36</u>
165.	24	18" Wood ruler, with double metal edge	<u>4.50⁰⁰</u>	<u>10.80</u>
166.	20	10" straight scissors, medium priced	<u>3.05⁰⁰</u>	<u>61.00</u>
167.	20	#4 Swingline staplers, pearl gray	<u>8.10⁰⁰</u>	<u>162.00</u>
168.	50 bx.	Staples for #4 Swingline Staplers	<u>6.00⁰⁰</u>	<u>30.00</u>
169.	10 bx.	Ace #700 undulated staples	<u>12.00⁰⁰</u>	<u>12.00</u>
170.	6	#702 Ace Clipper Staples	<u>5.70</u>	<u>34.20</u>
171.	40	Ace Standard #600 Staple removers	<u>.51⁰⁰</u>	<u>20.40</u>
172.	20	Pencil sharpener, Boston 1068, self-feed Beige color, vacuum Base	<u>6.10⁰⁰</u>	<u>122.00</u>
173.	5000	#5G Manila Tags, 4 3/4 x 2 3/8	<u>6.55⁰⁰</u>	<u>32.70</u>
174.	2000	MR33 White Tags 14-325	<u>20.00⁰⁰</u>	<u>40.00</u>
175.	500	MR35 White Tags 14-325	<u>2.30⁰⁰</u>	<u>11.50</u>

29.47

ITEM	EST. QTY.	DESCRIPTION	EST. PRICE	EST. TOTAL
76.	18	Hedge File Boxes #1058	339 ⁰⁰	6102
77.	20 bx.	Large thumb tacks, #4, 100 per box	39 ⁰⁰	780
78.	4 rls.	#710 Scotch Tape, 2" wide x 72 yds. black pressure	495 ⁰⁰	1980
79.	80	#810 Mending Tape, 1/4" x 1296"	76 ⁰⁰	6080
80.	60	#810 Mending Tape 3/4" x 300" with Dispenser	39 ⁰⁰	2340
81.	150	#810 Mending Tape, 3/4" x 1296"	100 ⁰⁰	15000
82.	20	#810 Mending Tape 3/4" x 2592"	175 ⁰⁰	3500
83.	70	#600 Scotch Tape, 1/4" x 1296"	55 ⁰⁰	3850
84.	50	#600 Scotch Tape, 3/4" x 1296"	74 ⁰⁰	3700
85.	20	#600 Scotch Tape, 3/4" x 2592"	117 ⁰⁰	2340
86.	50	#230 Scotch Brand Drafting Tape, 3/4" x 60 yards rolls	137 ⁰⁰	6850
87.	30	#230 Scotch Brand Drafting Tape, 1" x 60 Yard Rolls	172 ⁰⁰	5160
88.	100Ft.	Magnetic Tape - 1/4" Wide	NO 900TT	
89.	40 rls.	1/4" Wide Dymo Tape, Black, Blue, Green & Brown	65 ⁰⁰	2600
90.	40 rls.	3/8" Wide Dymo Tape, Black, Blue, Green & Brown	82 ⁰⁰	3280
91.	20 rls.	1/4" Dymo Tape, Assorted Colors	105 ⁰⁰	2100
92.	1 dz.	Engrs. Scales & Cases (3 sided)	NO 900TT	
93.	30 bx.	1/4" Clear Index Tabbing, 5 ft. per box	65 ⁰⁰	1950
94.	20 bx.	Index Tabs, various colors, #381, 382, 383, 385 and 387, 5 ft. per box	65 ⁰⁰	1300
95.	24 rls.	#880, 3/4" x 60 yd., Filament tape, Scotch Brand	249 ⁰⁰	5976
96.	12	#18 Polished Cotton Twine 1/4# Balls	115 ⁰⁰	1380
97.	12	2 1/2 lb. Cones of 20 Ply Cotton Twine	NO 900TT	
98.	30	19 x 24 Green Desk Pad Blotters	15 ⁰⁰	450

767.36 ✓

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	RST. TOTAL
199.	50	19 x 24 Desk Pads, Green 21403	<u>190^{ea}</u>	<u>95.00</u>
200.	100	19 x 24 Acetate Desk Pad Covers, .0075 thick	<u>60^{ea}</u>	<u>60.00</u>
201.	10	Rubber Pads for Under Typewriters	<u>175^{ea}</u>	<u>1750</u>
202.	6	X6-403CR, 1/4" Clipper type paper punches	<u>69^{ea}</u>	<u>414</u>
203.	50	Smead #1075G Expanding Wallets	<u>86^{ea}</u>	<u>43.00</u>
204.	2 grs.	Pentel Rolling Riter Assorted Colors	<u>79^{ea}</u>	<u>158⁰⁰</u>
205.	30 gal.	Ditto Fluid, in 1 Gallon Jugs	<u>399^{gal}</u>	<u>11970</u>
206.	48	Blue-Black ink Cartridges	<u>34^{ea}</u>	<u>1632</u>
207.	20	Stamp Pads ink, in 1 1/2 oz. bottles black & red	<u>50^{ea}</u>	<u>10.00</u>
208.	4 dz.	Carter's Rubber Cement, 4 oz. bottles, Sub. Ross- Evans	<u>540^{oz}</u>	<u>21.60</u>
209.	10	Empty Pint Jar, with Applicator brush , for Carter's Rubber Cement	<u>210^{ea}</u>	<u>21⁰⁰</u>
210.	4	Carter's Rubber Cement, in 1 gallon containers	<u>534^{ea}</u>	<u>2136</u>
211.	4	Carter's Rubber Cement Thinner, in 1 quart containers, Sub. Ross-Evans	<u>195^{ea}</u>	<u>780</u>
212.	30	Scat Typewriter Cleaner, 2 oz. bottles	<u>95^{ea}</u>	<u>2850</u>
213.	5000	Tag Wire, 12" 1000 per bundle	<u>270^{ea}</u>	<u>1350</u>
214.	6 ea.	Roll Master Paper Holders	<u>320^{ea}</u>	<u>1920</u>
215.	30	Write-O-Folio Legal Size	<u>250^{ea}</u>	<u>7500</u>
216.	40	Write-O-Folio Letter Size	<u>225^{ea}</u>	<u>9000</u>
217.	1 gr.	Liquid Paper	<u>93.60^{gr}</u>	<u>9360</u>
218.	24 bt.	Liquid Paper Thinner	<u>29^{ea}</u>	<u>696</u>
219.	10 dz. ^{BOXES} A	Map Tacks, Assorted Colors	<u>100^{ea}</u>	<u>1000</u>
220.	20 sets	Cl-213-8 Aico Indexes	<u>62^{ea}</u>	<u>1240</u>
221.	15 cans	3M Desk & Office Cleaners	<u>130^{ea}</u>	<u>1950</u>

1074.08 ✓

<u>ITEM</u>	<u>EST.</u> <u>QTY.</u>	<u>DESCRIPTION</u>	<u>UNIT</u> <u>PRICE</u>	<u>EST.</u> <u>TOTAL</u>
222.	40 pcs.	Poster Board 22" x 28" White	<u>30.00</u>	<u>12.00</u>
223.	7 gal.	Liquid Padding Compound - Merritt	<u>860 gal</u>	<u>60.20</u>
224.	5 pkg.	G10-8 Ledger Sheets	<u>485 PK.</u>	<u>24.25</u>
225.	1 gr.	Lindy Medium Pens #460M Assorted Colors	<u>42.24 gr</u>	<u>42.24</u>
226.	12 rls.	C R 16 Correction Tape	<u>48 rls</u>	<u>5.76</u>
227.	10	Paper Spindles	<u>60.00</u>	<u>6.00</u>
228.	7 dz.	Magic Markers Wide Nib.	<u>495 dz</u>	<u>34.65</u>
229.	20 sets	3 x 5 Plastic Tab Alphabetical Card Guides	<u>90.00</u>	<u>18.00</u>
230.	4 sets	9" High Metal Bookends	<u>275.00</u>	<u>11.00</u>
231.	8 sets	5" High Metal Bookends	<u>75.00</u>	<u>6.00</u>
232.	10	15" Waste Baskets	<u>195.00</u>	<u>19.50</u>
233.	10	12 1/4" Waste Baskets	<u>150.00</u>	<u>15.00</u>
234.	40	47-812 Binders	<u>100.00</u>	<u>40.00</u>
235.	18	241-40N Post Binders	<u>815.00</u>	<u>146.70</u>
236.	6	LV-219-A Legal Size Accordion File Alphabetized	<u>515.00</u>	<u>309.00</u>
237.	70	Indexes 504-40N	<u>140.00</u>	<u>98.00</u>
238.	6 dz.	Flash 32 Markers	<u>318.00</u>	<u>1908</u>
239.	5000	C-35 Rolodex Cards	<u>550.00</u>	<u>2750</u>

COMPANY: Shirley of Fort Wayne SIGNATURE: Jessie A. Schrock, Partner
 TERMS: net 30 DAYS DATE: May 18, 1977 ^{612.50}

TOTAL AMOUNT \$ 12,223.46
12,224.18
 (729)
 \$ 13,224.18

DEPARTMENT OF PURCHASES
 Number One Main St., Ft. Wayne, Ind. 46802
INVITATION

Quotations, subject to the conditions on the reverse hereof, are requested on the following list of materials, supplies, equipment or services, for the department as mentioned, with delivery to destination as shown below. Quotations shall include all charges for delivery, packing, etc. Address your reply as indicated below.

*Mail all replies and correspondence, etc. to Attn. of A. C. Lord 423-7037 DEPARTMENT OF PURCHASES

Room 470, Number One Main St., Ft. Wayne, Ind. 46802

REQUIRED FOR DELIVERY TO:

Department or Division Office Services Department
 One Main Street, Basement, City County Bldg.
 Address Fort Wayne, Indiana 46802

RETURN ORIGINAL TO THE CITY—RETAIN DUPLICATE COPY FOR YOUR FILE

Closing Time of Bids Wednesday, May 18, 1977 at 2:30 P.M.

TAXES: THE CITY IS EXEMPT FROM FEDERAL EXCISE AND INDIANA STATE SALES TAX. THE CITY OF INDIANA SALES TAX EXEMPTION CERTIFICATE NUMBER IS NO. 14598. PRICES SHOULD NOT INCLUDE THESE TAXES. See "Instructions to Bidders" No. 19 on reverse hereof for details.
TAX EXEMPT (Unless otherwise indicated)

Quantity	Unit	Materials, Supplies, Equipment or Services	Unit Price	Total Amount
		<p><u>OFFICE SUPPLIES - July 1, 1977 thru June 30, 1978</u></p> <p>The enclosed bidders sheets must be properly completed and returned as your bid, along with the properly executed Non-Collusion Affidavit.</p> <p>The award of this bid may be made on either an item by item or on an overall basis, as we determine the most beneficial to the City.</p> <p>The supplies will be shipped only upon issuance of Purchase Orders as the need dictates.</p> <p>Vendors must be able to supply from stock. If requests cannot be filled within seven (7) days, then approval will be required for extended delivery.</p> <p>The Brand Names and Numbers are only intended to be used as a guide for bidders. If alternate is to be quoted it must be equal or better. Please list manufacturer and number on line provided.</p> <p>All Unit Prices are to be extended.</p>		

Bid Bond required ☐ NO ☒ YES 5% of Bid Performance Bond ☐ NO ☒ YES _____
 See instruction item No. 11 on reverse side hereof.
 Terms % cash discount if paid within days from delivery and acceptance of goods or completion of services.

PROPOSAL OR BID

In compliance with the above invitation for bids and subject to all conditions thereof, the undersigned offers and agrees, if this bid be accepted within a reasonable time from date of closing, to furnish any or all of the items or render such services upon which prices are quoted, in accordance with the specifications appearing and as the price set opposite each item.

Delivery of any or all of the items or completion of services indicated shall be made within days from receipt of order.

IMPORTANT

As delivery may be a welding factor in the award of an order, it is important that bidders furnish the information requested above.
 Sign Here:

DOUGGEDAY BROS. & CO
 Vice President
 MANAGER
437 E. BERRY ST.
FT. WAYNE, IN 46802 5-17-77

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
1.	50	Accopress Binders, 11 x 8 1/4, side openings BFS 2507	<u>52 ea</u>	<u>26.00</u>
2.	40	Accopress Binders, 11 x 8 1/4, end opening BFS 1074	<u>63 ea</u>	<u>25.20</u>
3.	80	Accopress Binders, legal size, end opening, red, with 3" capacity	<u>78 ea</u>	<u>62.40</u>
4	40	Wilson Jones 14-14lin Nylon Prong Binders, 14-7/8 x 11 sheet	<u>1.42 ea</u>	<u>56.80</u>
5.	40	Three-Ring, Loose-leaf, hard cover with cloth hinge, Binders, Rogers 4345-14	<u>2.29 ea</u>	<u>91.60</u>
6.	24 tubes	Pentel Eraser Refills	<u>20 ea</u>	<u>4.80</u>
7.	10	National 63-161, 9 1/4 x 6 Binders Sub. W.J. 364-12B	<u>1.45 ea</u>	<u>14.50</u>
8.	10	National 64-261, 9 1/4 x 6 Three Ring Black Binders, Sub. Rogers 3329-12	<u>218 ea</u>	<u>21.80</u>
9.	10	National 87-784 Black, Hard Cover, Three-ring Binders	<u>9.20 ea</u>	<u>92.00</u>
10.	10	Wilson Jones 345-40, 8 1/4 x 5 1/2 ring Binders, Sub. Rogers 1345-40	<u>4.24 ea</u>	<u>42.40</u>
11.	10	Rogers 4345-10, 8 1/4 x 5 1/2 Loose leaf Binders stiff back, three ring	<u>2.29 ea</u>	<u>22.90</u>
12.	10	Rogers 1344-14L, 11 x 8 1/4 Three Ring Binders	<u>5.04 ea</u>	<u>50.40</u>
13.	10	Rogers 1349-44, three hole, black hard cover Binders	<u>31.00 ea</u>	<u>31.00</u>
14.	4	Borum & Pease 1471 Roll Books 14 1/4 x 9 1/4, with 150 pages	<u>7.44 ea</u>	<u>29.76</u>
15.	10	National Account Books, 37-331, or Borum and Pease 67-1/8, 150 pages	<u>42.70 ea</u>	<u>42.70</u>
16.	100	National 46-577 Money receipt books, 50 leaves, Sub. Wilson Jones S1607	<u>24.50 ea</u>	<u>24.50</u>
17.	150	Steno Notebooks, 36-746, Sub Wilson Jones 1115W	<u>25 ea</u>	<u>37.50</u>
18.	20 bx.	Blue Manuscript Covers, 9 x 15 1/4, 100 per box, Eaton 225	<u>2.85 bx</u>	<u>57.00</u>
19.	1M	Slider Back Report Covers - Clear	<u>115 ea</u>	<u>115.00</u>

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
20.	500	#1128 Duo-Tang Covers, Light Blue with Pockets on both covers	<u>.166 ea</u>	<u>83.00</u>
21.	1000	#1258 Duo-Tang Covers, Green, Gray, Red Light Blue, and Dark Blue	<u>.126 ea</u>	<u>126.00</u>
22.	12 set	Drawer Frames 8 1/2 x 11	<u>1.72 at</u>	<u>20.64</u>
23.	12 sets	Drawer Frames 8 1/2 x 14	<u>1.88 at</u>	<u>22.56</u>
24.	6000	8 1/2 x 11, 1/3, 1/5, or straight cut file Folders, heavy manila	<u>28.00 M</u>	<u>168.00</u>
25.	1400	Legal size file folders, 1/3, 1/5, or straight cut, Manila	<u>36.00 M</u>	<u>50.40</u>
26.	10 bx.	Pendaflex Folders 8 1/2 x 11 Hanging	<u>3.29 bx</u>	<u>32.90</u>
27.	10 bx.	Pendaflex Folders 8 1/2 x 14 Hanging	<u>3.98 bx</u>	<u>39.80</u>
28.	150	1524E Redrope file pockets, letter size	<u>.445 ea</u>	<u>66.75</u>
29.	70	1526E Redrope vertical file pockets	<u>.52 ea</u>	<u>36.40</u>
30.	700	#1514C, 11-3/4 x 9 1/2 vertical file pockets	<u>.37 ea</u>	<u>259.00</u>
31.	150	#1516C, Legal size Pronto file pockets	<u>.45 ea</u>	<u>67.50</u>
32.	50	#1536G Redrope legal size file pockets with 5 1/2" expansion	<u>.61 ea</u>	<u>30.50</u>
33.	6	Webster Collegiate 7th Edition Dictionary	<u>6.94 ea</u>	<u>41.64</u>
34.	5000	Sub. 20, size 2-7/16 x 4-5/16 Manila coin envelopes, with end flap	<u>6.07 M</u>	<u>30.35</u>
35.	100	Sub. 28, 9 x 12 White Catalogue Env.	<u>3.60 C</u>	<u>3.60</u>
36.	500	Sub. 32, 7 1/2 x 10 1/2, glazed Kraft Klap Envelopes	<u>3.87 C</u>	<u>19.35</u>
37.	1000	Sub. 32, 10 x 13 Glazed Kraft Klap Envelopes	<u>5.30 C</u>	<u>53.00</u>
38.	1000	Sub. 32, 11 1/2 x 14 1/2 Glazed Kraft Klap Envelopes	<u>6.56 C</u>	<u>65.60</u>
39.	1000	Sub. 32, 12 x 15 1/2 Glazed Kraft Klap Envelopes	<u>7.06 C</u>	<u>70.60</u>
40.	1600	Sub. 32, 6 x 9 Glazed Kraft Klap Env.	<u>3.15 C</u>	<u>50.40</u>
41.	1000	Sub. 32, 10 x 15 Glazed Brown Kraft Envelopes, without clasp, gummed end flap	<u>6.48 C</u>	<u>64.80</u>

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	BEST. TOTAL
42.	500	9 1/4 x 14 1/4 Manila Envelopes, with clasp	<u>5.98 C</u>	<u>29.90</u>
43.	500	10 x 15 Manila Envelopes with clasp	<u>6.35 C</u>	<u>31.75</u>
44.	8000	9 x 12 Brown Clasp Envelopes	<u>4.28 C</u>	<u>342.40</u>
45.	2 gr.	Wonder Ritters Assorted Colors	<u>33.07 gr.</u>	<u>66.14</u>
46.	30 sets	4 x 6 Plastic tabbed card guides, Buff-Alphabetical	<u>1.30 at</u>	<u>39.00</u>
47.	30 sets	5 x 8 Plastic tabbed card guides, Buff-Alphabetical	<u>1.48 at</u>	<u>44.40</u>
48.	30 sets	Smead 1151-25, 11 x 8 1/2 Pressboard file guides, metal tabbed.	<u>4.76 at</u>	<u>142.80</u>
49.	15 sets	Smead 2151-25 Alphabetized Green Pressboard file Dividers, Legal size, Sub. Barkley 215-25-1	<u>5.74 at</u>	<u>86.10</u>
50.	10 sets	Smead 515-25, 3 x 5 Alphabetical Card Guides, Sub. Barkley 575-25	<u>.61 at</u>	<u>6.10</u>
51.	10 sets	Smead 5151-25 3 x 5 Alphabetical card guides, metal tabbed, Sub. Barkley 515-25-1	<u>2.84 at</u>	<u>28.40</u>
52.	20 sets	Smead 625-25, 4 x 6 Buff Guides, Alphabetical, Sub. Barkley 675-25	<u>.50 at</u>	<u>10.00</u>
53.	10 box	1/5 cut, 3 x 5 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 575	<u>.80 bx</u>	<u>8.00</u>
54.	10 box	1/3 cut, 3 x 5 Card Guides, plain blank tab, Buff, 100 per box. Sub. Barkley 573	<u>.80 bx</u>	<u>8.00</u>
55.	10 box	1/3 cut, 4 x 6 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 673	<u>1.18 bx</u>	<u>11.80</u>
56.	10 box	1/5 Cut, 4 x 6 Card Guides, Plain Blank tab, Buff, 100 per box	<u>1.18 bx</u>	<u>11.80</u>
57.	10 box	1/3 cut, 5 x 8 Card Guides, plain blank tab, Buff. 100 per box, Sub. Barkley 873	<u>2.06 bx</u>	<u>20.60</u>
58.	10 sets	Smead 6151-25, 4 x 6 Alphabetical metal tabbed file guides, Sub. Barkley 615-25-1	<u>3.17 at</u>	<u>31.70</u>
59	300	1534 -G File Pockets	<u>.51 ea</u>	<u>153.00</u>

1,071.89

<u>ITEM</u>	<u>EST.</u> <u>QTY.</u>	<u>DESCRIPTION</u>	<u>UNIT</u> <u>PRICE</u>	<u>EST.</u> <u>TOTAL</u>
60.	20 sets	5 x 8 Alphabetical, metal tabbed press-board file guides, sub. Barkley 815-25-1	<u>3.470t</u>	<u>69.40</u>
61.	7000	3 x 5 White ruled cards, #110 Index	<u>2.25 M</u>	<u>15.75</u>
62.	3000	4 x 6 White ruled cards, #110 Index	<u>3.89 M</u>	<u>11.67</u>
63.	3000	5 x 8 White ruled cards, #110 Index	<u>6.17 M</u>	<u>18.51</u>
64.	5000	8½ x 11 National 14-281 White Faint Ruled, Three-ring filler paper	<u>8.44 M</u>	<u>42.20</u>
65.	30	National 45-604 Analysis pads, Sub. Wilson Jones 7204	<u>.95 ea</u>	<u>28.50</u>
66.	30	National 45-607 Analysis Pads, Sub. Wilson Jones 7207	<u>.95 ea</u>	<u>28.50</u>
67.	20	Wilson Jones G7214D Analysis Pads	<u>.95 ea</u>	<u>19.00</u>
68.	40	National 45-608 Analysis Pads, Sub. Wilson Jones 7208	<u>.95 ea</u>	<u>38.00</u>
69.	75	Wilson Jones 7513 Analysis Pads	<u>1.91 ea</u>	<u>143.25</u>
70.	10	G7608B Wilson Jones Analysis Pads	<u>1.15 ea</u>	<u>11.50</u>
71.	10	National 45-104 Analysis Pads, Sub. Wilson Jones 7604	<u>.79 ea</u>	<u>7.90</u>
72.	70 dz.	8½ x 11 Letter size ruled pads, yellow white #59-0250	<u>2.38 dz</u>	<u>166.60</u>
73.	100 dz.	8½ x 14 Legal ruled pads, yellow white	<u>3.63 dz</u>	<u>363.00</u>
74.	100 dz.	8½ x 11 Legal ruled pads, yellow, white #59-1280	<u>3.07 dz</u>	<u>307.00</u>
75.	1 gr.	5 x 8 legal pads - Canary	<u>1.74 dz</u>	<u>20.88</u>
76.	1 gr.	5 x 8 Legal pads - White	<u>1.74 dz</u>	<u>20.88</u>
77.	600	8½ x 11 Acetate sheet protectors, for three ring binders, #313, .005-Ga.	<u>.055 ea</u>	<u>33.00</u>
78.	30	W. J. Columnar Pads #G7205	<u>.95 ea</u>	<u>28.50</u>
79.	600	Wilson Jones Columnar 10-3 sheets, 9½ x 11 7/8	<u>4.51 C</u>	<u>27.06</u>
				<u>1411.10</u>

<u>ITEM</u>	<u>EST. QTY.</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>EST. TOTAL</u>
80.	60	Ko-Rec-Type, all colors	<u>.60 ea</u>	<u>36.00</u>
81.	20	Ko-Rec-Type, for Errors	<u>.60 ea</u>	<u>12.00</u>
82.	50 lbs.	Misc. Rubber Bands, size 10, 14, 16, 19, 32, 62 and 84	<u>1.48 lb</u>	<u>74.00</u>
83.	16	Weis #35 File Boxes, Sub. Hedges #1035	<u>1.97 ea</u>	<u>31.52</u>
84.	16	Weis #46 Storage Boxes with follow black for 4 x 6 cards, Sub. Hedge #1046	<u>2.20 ea</u>	<u>35.20</u>
85.	10	Weis #835 WG, Gray Metal File Boxes, for 3 x 5 Cards	<u>4.42 ea</u>	<u>44.20</u>
86.	20	Weis #846 WG, Gray Metal File Boxes, for 4 x 6 Cards	<u>5.20 ea</u>	<u>104.00</u>
87.	20	#523 - 3 x 5 File Boxes 3" Deep	<u>1.96 ea</u>	<u>39.20</u>
88.	10	Weis #858 WG, Gray Metal File Boxes, for 5 x 8 Cards	<u>5.98 ea</u>	<u>59.80</u>
89.	20	1210L Pronto File, Letter size with metal front drawer type	<u>6.84 ea</u>	<u>136.80</u>
90.	16	1510L Pronto Files, legal size with metal front drawer type	<u>8.73 ea</u>	<u>139.68</u>
91.	20	#2 Liberty Storage Boxes	<u>1.32 ea</u>	<u>26.40</u>
92.	60	#11 Liberty Storage Boxes	<u>1.69 ea</u>	<u>101.40</u>
93.	50	#12 Liberty Storage Boxes	<u>1.86 ea</u>	<u>93.00</u>
94.	50	#15 Liberty Storage Boxes	<u>1.43 ea</u>	<u>71.50</u>
95.	20	#18 Liberty Storage Boxes	<u>1.33 ea</u>	<u>26.60</u>
96.	30	6 x 9 Clipboards, #203	<u>.45 ea</u>	<u>13.50</u>
97.	30	Letter size clipboards	<u>.47 ea</u>	<u>14.10</u>
98.	40	Legal Size Clipboards	<u>.53 ea</u>	<u>21.20</u>
99.	30,000	#1 Paper Clips	<u>1.64 M</u>	<u>49.20</u>
100.	24 bx.	#1 Paper Clamps (12 to box)	<u>.31 bx</u>	<u>7.44</u>
101.	4000	#3 Paper Clips, 7/8" long	<u>1.64 M</u>	<u>6.56</u>
102.	2000	Jumbo Paper Clips, 2" Long	<u>4.83 M</u>	<u>9.66</u>

1152.70

TIN	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
103.	4 dz.	Magnetic Clips with 1 1/4" Clamp Hunt PE 2026, or equivalent	<u>3.00 dz</u>	<u>12.00</u>
104.	24	Magnetic Paper Clip Holders	<u>.70 ea</u>	<u>16.80</u>
105.	4 dz.	Magnetic clips with 2 1/4" Clamp Hunt PE 2027 or equivalent	<u>4.26 dz</u>	<u>17.04</u>
106.	8 dz.	#2 Binder clip-clamps	<u>.62 dz</u>	<u>4.96</u>
107.	4 dz.	#5 Binder Clip-clamps L.E.B.	<u>.95 dz</u>	<u>3.80</u>
108.	4 dz.	#10 Binder Clip-Clamps	<u>2.32 dz</u>	<u>9.28</u>
109.	50	#1 Stamp Pads, Black & Red	<u>.70 ea</u>	<u>35.00</u>
110.	20	#2 Stamp Pads, Black & Red	<u>.99 ea</u>	<u>19.80</u>
111.	50	1/2" Scotch Tape Dispensers, H-126	<u>.24 ea</u>	<u>12.00</u>
112.	50	3/4" Scotch Tape Dispensers, H-127	<u>.24 ea</u>	<u>12.00</u>
113.	6	C-20 Tape Dispensers	<u>3.82 ea</u>	<u>22.92</u>
114.	4 dz.	#100 Pink Pearl Erasers	<u>1.82 dz</u>	<u>7.28</u>
115.	10 dz.	#7099B AW Faber Eraser Sticks, with Brush Sub. Venus	<u>2.53 dz</u>	<u>25.30</u>
116.	2 gr.	Pencil Tip Wedge Erasers	<u>3.22 gr.</u>	<u>6.44</u>
117.	4 dz.	#211 Art Gum Erasers	<u>1.67 dz</u>	<u>6.68</u>
118.	6 dz.	#7077B Erasers	<u>2.53 dz</u>	<u>15.18</u>
119.	2 dz.	#400 Eberhard Faber Pink Pearl Erasers	<u>2.13 dz</u>	<u>4.26</u>
120.	2 dz.	#1207 Eberhard Faber Erasers	<u>2.57 dz</u>	<u>5.14</u>
121.	4000	#3 Round Head Brass Fastners	<u>6.58 M</u>	<u>26.32</u>
122.	8 bx.	#22 Acco Fastners, 50 per box	<u>1.22 bx</u>	<u>9.76</u>
123.	6	R217A, Accordion or expanding files, letter size alphabetized	<u>3.30 ea</u>	<u>19.80</u>
124.	10 dz.	Parr Swingline Finger Tips, size 11, 11 1/2, 12, 13 and 13A	<u>.93 dz</u>	<u>9.30</u>
125.	6	Liberty #76, 7 x 9 1/2 metal copy holder	<u>1.33 ea</u>	<u>7.98</u>
126.	20 bx.	Push Pins Assorted Colors	<u>1.36 bx</u>	<u>27.20</u>
127.	60	Two-Section, Letter size, desk trays, gray #1600 Eldon	<u>1.53 ea</u>	<u>91.80</u>

1128.04

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
128.	4 ct.	31205 Dennison gummed labels, 4 1/16 x 1 3/4, 12 small boxes per carton	<u>3.78 ct</u>	<u>15.12</u>
129.	4 ct.	31208 Dennison gummed labels, 4 x 2 1/2, 12 small boxes per carton	<u>3.78 ct</u>	<u>15.12</u>
130.	2 dz.	Smead Spi-Roll labels, Cherry, Blue, & Buff	<u>5.74 dz</u>	<u>11.48</u>
131.	4 ct.	30201 Dennison labels, 12 small boxes per carton	<u>3.08 ct</u>	<u>12.32</u>
132.	6 ct.	31209 Dennison labels, gummed, 3 x 5, 12 small boxes per carton	<u>3.78 ct.</u>	<u>22.68</u>
133.	40 Pkg.	Labels, Avery Self-Adhesive, unprinted S-6432.	<u>1.04 pk</u>	<u>41.60</u>
134.	40 Pkg.	Labels, Avery Self-adhesive, unprinted 5375	<u>1.16 pk</u>	<u>46.40</u>
135.	6	"Cavalier" List-finders, complete	<u>9.31 ea</u>	<u>55.86</u>
136.	8	List Finders refills, Cavalier Model	<u>1.78 ea</u>	<u>14.24</u>
137.	10	Bates list finders, "Director" Model complete	<u>5.70 ea</u>	<u>57.00</u>
138.	8	List finders refills, Director Model	<u>1.78 ea</u>	<u>14.24</u>
140.	6 bx.	3631 Carter's purple ditto masters, 8 1/2 x 11, Sub. Allied.	<u>4.14 bx</u>	<u>24.84</u>
141.	30 dz.	Felt-tipped markers, pencil type, Estabrook, various colors, Sub. Dri-Mark PR & PFR / <i>Papermate</i>	<u>2.78 / 2.23 dz</u>	<u>66.90</u>
142.	30 dz.	Markers, All-rite fine line, sprite orange / <i>Papermate</i>	<u>2.55 / 2.23 dz</u>	<u>66.90</u>
143.	24	Sterling Master Envelopes, Moistened (Plastic tube with sponge)	<u>.22 ea</u>	<u>5.28</u>
144.	40 gr.	Black lead pencils, Ticonderoga #2, 2 1/2, & 3 / <i>Bonded day</i>	<u>9.58 / 3.92 gr.</u>	<u>156.80</u>
145.	50 dz.	Eagle Veri-Thin pencils, with erasers, various colors	<u>1.28 dz</u>	<u>64.00</u>
146.	20 dz.	Eagle Veri-Thin pencils, without erasers, various colors.	<u>1.28 dz</u>	<u>25.60</u>
147.	8 dz.	A.W. Faber-Castell Drawing pencils 2H & 3H	<u>2.35 dz</u>	<u>18.80</u>
148.	60 dz.	All-Rite Office riters, extra fine line, #522, #542, Colors Red, Blue & Black / <i>Papermate</i>	<u>2.88 / 1.44 dz</u>	<u>86.40</u>

821.50

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
149.	60 dz.	S54E Med. All Rite Pens / <i>Papermate</i>	1.72 / 1.44 <i>dz</i>	86.40
150.	1 gr.	#207 Magic Marker - All Colors	27.50 <i>gr</i>	27.50
151.	4 dz.	Universal refills for ball point pens, medium point, Blue, Black and Red	3.48 <i>dz</i>	13.92
152.	4	#501H Shaeffer Pen Sets	4.78 <i>ea</i>	19.12
153.	10	#501H Shaeffer Pens Only	1.58 <i>ea</i>	15.80
154.	60 dz.	Bic Pens, Medium Point / <i>Papermate</i>	1.44 / 1.44 <i>dz</i>	86.40
155.	60 dz.	Bic Pens, Fine Point / <i>Papermate</i>	1.89 / 1.44 <i>dz</i>	86.40
156.	4 dz.	Papermate Pens, refillable Ball Point	5.28 <i>dz</i>	21.12
157.	36 36	Pental Sharp 5 Eversharps	2.06 <i>ea</i>	74.16
158.	30 tube	Pental Lead for Sharp 5 pencils	.59 <i>tb</i>	17.70
160.	4 dz.	Dri-Mark Nylon Tip Pens, Various Colors	3.02 <i>dz</i>	12.08
161.	20	Medium priced metal letter openers	.31 <i>ea</i>	6.20
162.	2 ct.	#2 Dennison gummed reinforcements, 72 boxes to a carton	9.99 <i>ct</i>	19.98
163.	24	12" Wood Ruler, with double metal edge	.25 <i>ea</i>	6.00
164.	24	15" Wood ruler, with double metal edge	.30 <i>ea</i>	7.20
165.	24	18" Wood ruler, with double metal edge	.34 <i>ea</i>	8.16
166.	20	10" straight scissors, medium priced	2.45 <i>ea</i>	49.00
167.	20	#4 Swingline staplers, pearl gray / <i>new</i>	7.98 / 4.40 <i>ea</i>	88.00
168.	50 bx.	Staples for #4 Swingline Staplers	.44 <i>bx</i>	22.00
169.	10 bx.	Ace #700 undulated staples	1.15 <i>bx</i>	11.50
170.	6	#702 Ace Clipper Stapler	5.49 <i>ea</i>	32.94
171.	40	Ace Standard #600 Staple removers	.50 <i>ea</i>	20.00
172.	20	Pencil sharpener, Boston 1068, self-feed Beige color, vacuum Base	5.02 <i>ea</i>	100.40
173.	5000	#5G Manila Tags, 4 3/4 x 2 3/8	6.31 <i>M</i>	31.55
174.	2000	MR33 White Tags	17.89 <i>M</i>	35.78
175.	500	MR35 White Tags	2.18 <i>C</i>	10.90

912.21

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
76.	18	Nedge File Boxes #1058	<u>2.49 ea</u>	<u>44.82</u>
77.	20 bx.	Large thumb tacks, #4, 100 per box	<u>.37 ea</u>	<u>7.40</u>
78.	4 rls.	#710 Scotch Tape, 2" wide x 72 yds. black pressure	<u>8.58 ea</u>	<u>34.32</u>
179.	80	#810 Mending Tape, 1/2" x 1296"	<u>.72 ea</u>	<u>57.60</u>
180.	60	#810 Mending Tape 3/4" x 300" with Dispenser	<u>.29 ea</u>	<u>17.40</u>
181.	150	#810 Mending Tape, 3/4" x 1296"	<u>.94 ea</u>	<u>141.00</u>
182.	20	#810 Mending Tape 3/4" x 2592"	<u>1.69 ea</u>	<u>33.80</u>
183.	70	#600 Scotch Tape, 1/2" x 1296"	<u>.50 ea</u>	<u>35.00</u>
184.	50	#600 Scotch Tape, 3/4" x 1296"	<u>.67 ea</u>	<u>33.50</u>
185.	20	#600 Scotch Tape, 3/4" x 2592"	<u>1.07 ea</u>	<u>21.40</u>
186.	50	#230 Scotch Brand Drafting Tape, 3/4" x 60 yards rolls	<u>1.32 ea</u>	<u>66.00</u>
187.	30	#230 Scotch Brand Drafting Tape, 1" x 60 Yard Rolls	<u>1.82 ea</u>	<u>54.60</u>
188.	100Ft.	Magnetic Tape - 1/2" Wide	<u>.20 ft</u>	<u>20.00</u>
189.	40 rls.	1/2" Wide Dymo Tape, Black, Blue, Green & Brown	<u>.46 ea</u>	<u>18.40</u>
190.	40 rls.	3/8" Wide Dymo Tape, Black, Blue, Green & Brown	<u>.59 ea</u>	<u>23.60</u>
191.	20 rls.	1/2" Dymo Tape, Assorted Colors	<u>.76 ea</u>	<u>15.20</u>
192.	1 dz.	Engrs. Scales & Cases (3 sided)	<u>1.19 ea</u>	<u>14.28</u>
193.	30 bx.	1/2" Clear Index Tabbing, 5 ft. per box	<u>.63 ea</u>	<u>18.90</u>
194.	20 bx.	Index Tabs, various colors, #381, 382, 383, 385 and 387, 5 ft. per box	<u>.63 ea</u>	<u>12.60</u>
195.	24 rls.	#880, 3/4" x 60 yd., Filament tape, Scotch Brand	<u>2.41 ea</u>	<u>57.84</u>
196.	12	#18 Polished Cotton Twine 1/2# Balls	<u>.88 ea</u>	<u>10.56</u>
197.	12	2 1/2 lb. Cones of 20 Ply Cotton Twine	<u>5.97 ea</u>	<u>71.64</u>
198.	30	19 x 24 Green Desk Pad Blotters	<u>.11 ea</u>	<u>3.30</u>

813.16

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
199.	50	19 x 24 Desk Pads, Green 21403	<u>1.76 ea</u>	<u>88.00</u>
200.	100	19 x 24 Acetate Desk Pad Covers, .0075 thick	<u>.48 ea</u>	<u>48.00</u>
201.	10	Rubber Pads for Under Typewriters	<u>.93 ea</u>	<u>9.30</u>
202.	6	X6-403CR, 4" Clipper type paper punches	<u>.59 ea</u>	<u>3.54</u>
203.	50	Smead #1075G Expanding Wallets	<u>.79 ea</u>	<u>39.50</u>
204.	2 grs.	Pentel Rolling Riter Assorted Colors	<u>75.34 / 75.34 gr</u>	<u>150.68</u>
205.	30 gal.	<i>1 Pilot Ball Riter</i> Ditto Fluid, in 1 Gallon Jugs	<u>2.48 gal</u>	<u>74.40</u>
206.	48	Blue-Black ink Cartridges	<u>.24 ea</u>	<u>11.52</u>
207.	20	Stamp Pads ink, in 1 1/2 oz. bottles black & red	<u>.47 ea</u>	<u>9.40</u>
208.	4 dz.	Carter's Rubber Cement, 4 oz. bottles, Sub. Ross- Evans	<u>5.14 dz</u>	<u>20.56</u>
209.	10	Empty Pint Jar, with Applicator brush, for Carter's Rubber Cement	<u>1.98 ea</u>	<u>19.80</u>
210.	4	Carter's Rubber Cement, in 1 gallon containers	<u>5.18 gal</u>	<u>20.72</u>
211.	4	Carter's Rubber Cement Thinner, in 1 quart containers, Sub. Ross-Evans	<u>1.10 qt</u>	<u>4.40</u>
212.	30	Scat Typewriter Cleaner, 2 oz. bottles	<u>.71 ea</u>	<u>21.30</u>
213.	5000	Tag Wire, 12" 1000 per bundle	<u>1.74 M</u>	<u>8.70</u>
214.	6 ea.	Roll Master Paper Holders	<u>2.92 ea</u>	<u>17.52</u>
215.	30	Write-O-Folio Legal Size	<u>2.05 ea</u>	<u>61.50</u>
216.	40	Write-O-Folio Letter Size	<u>1.84 ea</u>	<u>73.60</u>
217.	1 gr.	Liquid Paper	<u>77.76 gr</u>	<u>77.76</u>
218.	24 bt.	Liquid Paper Thinner	<u>.25 ea</u>	<u>6.00</u>
219.	10 dz. <i>64</i>	Map Tacks, Assorted Colors	<u>.95 dz</u>	<u>114.00</u>
220.	20 sets	Cl-213-8 Aico Indexes	<u>.51 set</u>	<u>10.20</u>
221.	15 cans	3M Desk & Office Cleaners	<u>1.20 can</u>	<u>18.00</u>

102.40

ITEM	QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
222.	40 pcs.	Poster Board 22" x 28" White	<u>.21 ea</u>	<u>8.40</u>
223.	7 gal.	Liquid Padding Compound - Merritt	<u>8.37 gal</u>	<u>58.59</u>
224.	5 pkg.	G10-8 Ledger Sheets	<u>4.51 pk</u>	<u>22.55</u>
225.	1 gr.	Lindy Medium Pens #460M Assorted Colors	<u>3.39 / 1.44 dz</u>	<u>17.28</u>
226.	12 rls.	<i>Papermate</i> C R 16 Correction Tape	<u>.37 ea</u>	<u>4.44</u>
227.	10	Paper Spindles	<u>.38 ea</u>	<u>3.80</u>
228.	7 dz.	Magic Markers Wide Nib. / <i>El Marks</i>	<u>4.55 / 3.96 dz</u>	<u>27.72</u>
229.	20 sets	3 x 5 Plastic Tab Alphabetical Card Guides	<u>.67 at</u>	<u>13.40</u>
230.	4 sets	9" High Metal Bookends	<u>2.56 at</u>	<u>10.24</u>
231.	8 sets	5" High Metal Bookends	<u>.65 at</u>	<u>5.20</u>
232.	10	15" Waste Baskets	<u>1.76 ea</u>	<u>17.60</u>
233.	10	12 1/4" Waste Baskets	<u>1.23 ea</u>	<u>12.30</u>
234.	40	47-812 Binders	<u>.83 ea</u>	<u>33.20</u>
235.	18	241-40M Post Binders	<u>6.53 ea</u>	<u>117.54</u>
236.	6	LV-219-A Legal Size Accordion File Alphabetized	<u>4.77 ea</u>	<u>28.62</u>
237.	70	Indexes 504-40M	<u>1.24 ea</u>	<u>86.80</u>
238.	6 dz.	Flash 32 Markers / <i>Papermate</i>	<u>2.99 / 2.27 dz</u>	<u>13.38</u>
239.	5000	C-35 Rolodex Cards	<u>4.19 M</u>	<u>20.95</u>
				<u>212.01</u>
COMPANY: <u>DOUBLEDAY Bros. & Co</u>			SIGNATURE: <i>Sam S. Shuman, Mgr.</i>	
TERMS: <u>NET 30</u>			DATE: <u>5-18-77</u>	

TOTAL AMOUNT \$ 10,260.40

DEPARTMENT OF PURCHASES
Number One Main St., Ft. Wayne, Ind. 46802

INVITATION

Quotations, subject to the conditions on the reverse hereof, are requested on the following list of materials, supplies, equipment or services, for the department as mentioned, with delivery to destination as shown below. Quotations shall include all charges for delivery, packing, etc. Address your reply as indicated below.

*Mail all replies and correspondence, etc. to Attn. of A. C. Lord 423-7037 DEPARTMENT OF PURCHASES

Room 470, Number One Main St., Ft. Wayne, Ind. 46802

REQUIRED FOR DELIVERY TO:

Department or Division Office Services Department
One Main Street, Basement, City County Bldg.

Address Fort Wayne, Indiana 46802

RETURN ORIGINAL TO THE CITY—RETAIN DUPLICATE COPY FOR YOUR FILE

Closing Time of Bids Wednesday, May 18, 1977 at 2:30 P.M.

TAXES: THE CITY IS EXEMPT FROM FEDERAL EXCISE AND INDIANA STATE SALES TAX. THE CITY'S INDIANA SALES TAX EXEMPTION CERTIFICATE NUMBER IS NO. 24664. PRICES SHOULD NOT INCLUDE THESE TAXES. See "Instructions to Bidders" No. 19 on reverse hereof for details.

TAX EXEMPT (Unless otherwise indicated)

Quantity	Unit	Materials, Supplies, Equipment or Services	Unit Price	Total Amount
OFFICE SUPPLIES - July 1, 1977 thru June 30, 1978				
The enclosed bidders sheets must be properly completed and returned as your bid, along with the properly executed Non-Collusion Affidavit.				
The award of this bid may be made on either an item by item or on an overall basis, as we determine the most beneficial to the City.				
The supplies will be shipped only upon issuance of Purchase Orders as the need dictates.				
Vendors must be able to supply from stock. If request cannot be filled within seven (7) days, then approval will be required for extended delivery.				
The Brand Names and Numbers are only intended to be used as a guide for bidders. If alternate is to be quoted it must be equal or better. Please list manufacturer and number on line provided.				
All Unit Prices are to be extended.				

☐ Bid Bond required ☐ NO ☒ YES ☐ 5% of Bid ☐ NO ☒ YES ☐ Performance Bond
 See instruction item No. 19 on reverse side hereof.
 Terms ☐ % cash discount if paid within ☐ days from delivery and acceptance of goods or completion of services.

PROPOSAL OR BID

In compliance with the above invitation for bids and subject to all conditions thereof, the undersigned offers and agrees, if this bid be awarded within a reasonable time from date of closing, to furnish any or all of the items or render such services upon which prices are quoted, in accordance with the specifications applying and at the price set opposite each item.

Delivery of any or all of the items or completion of services indicated shall be made within ☐ days from receipt of order.

IMPORTANT

As delivery may be a deciding factor in the award of an order, it is important that bidders furnish the information requested above.

Size Times

Submitted by Stacy L. Co.
 Name of Company
 For Wm. M. Schaefer Title Pres.
 Address 1424 S. Michigan Ave.
 City Chicago, Ill. Date 5/18/77

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
1.	50	Accopress Binders, 11 x 8 1/4, side openings BFS 2507	404	20.20
2.	40	Accopress Binders, 11 x 8 1/4, end opening BFS 1074	n/p	
3.	80	Accopress Binders, legal size, end opening, red, with 3" capacity		
4.	40	Wilson Jones 14-141in Nylon Prong Binders, 14-7/8 x 11 sheet		
5.	40	Three-Ring, Loose-leaf, hard cover with cloth hinge, Binders, Rogers 4345-14		
6.	24 tubes	Pentel Eraser Refills		
7.	10	National 63-161, 9 1/4 x 6 Binders Sub. W.J. 364-12B		
8.	10	National 64-261, 9 1/4 x 6 Three Ring Black Binders, Sub. Rogers 3329-12		
9.	10	National 87-784 Black, Hard Cover, Three-ring Binders		
10.	10	Wilson Jones 345-40, 8 1/4 x 5 1/2 ring Binders, Sub. Rogers 1345-40		
11.	10	Rogers 4345-10, 8 1/4 x 5 1/2 Loose leaf Binders stiff back, three ring		
12.	10	Rogers 1344-14L, 11 x 8 1/4 Three Ring Binders		
13.	10	Rogers 1349-44, three hole, black hard cover Binders		
14.	4	Borum & Pease 1471 Roll Books 14 1/4 x 9 1/4, with 150 pages		
15.	10	National Account Books, 37-331, or Borum and Pease 67-1/8, 150 pages		
16.	100	National 46-577 Money receipt books, 50 leaves, Sub. Wilson Jones S1607	↓	
17.	150	Steno Notebooks, 36-746, Sub Wilson Jones 1115W <i>W.J. - 72 Pages White</i>	288	43.20
18.	20 bx.	Blue Manuscript Covers, 9 x 15 1/2, 100 per box, Eaton 225 <i>Kimberly-Clark</i>	2.77	55.40
19.	1M	Slider Back Report Covers - Clear	n/p	

ITEM	QTY.	DESCRIPTION	PRICE	TOTAL
20.	500	#1128 Duo-Tang Covers, Light Blue with Pockets on both covers	<u>N/B</u>	<u> </u>
21.	1000	#1258 Duo-Tang Covers, Green, Gray, Red Light Blue, and Dark Blue	<u>↓</u>	<u> </u>
22.	12 set	Drawer Frames 8 1/2 x 11 <i>Vertiflex</i>	<u>2.09</u>	<u>25.08</u>
23.	12 sets	Drawer Frames 8 1/2 x 14 <i>↓</i>	<u>2.36</u>	<u>28.32</u>
24.	6000	8 1/2 x 11, 1/3, 1/5, or straight cut file Folders, heavy manila <i>Imperial</i>	<u>32.14 M</u>	<u>192.84</u>
25.	1400	Legal size file folders, 1/3, 1/5, or straight cut, Manila <i>↓</i>	<u>46.98 M</u>	<u>65.77</u>
26.	10 bx.	Pendaflex Folders 8 1/2 x 11 Hanging	<u>4.34 O.A.</u>	<u>43.40</u>
27.	10 bx.	Pendaflex Folders 8 1/2 x 14 Hanging	<u>5.07 O.A.</u>	<u>50.70</u>
28.	150	1524E Redrope file pockets, letter size <i>Abaca</i>	<u>.308</u>	<u>46.20</u>
29.	70	1526E Redrope vertical file pockets	<u>.42</u>	<u>29.40</u>
30.	700	#1514C, 11-3/4 x 9 1/2 vertical file pockets	<u>.266</u>	<u>186.20</u>
31.	150	#1516C, Legal size Penta file pockets	<u>.357</u>	<u>53.55</u>
32.	50	#1536G Redrope legal size file pockets with 5 1/2" expansion <i>↓</i>	<u>.56</u>	<u>28.00</u>
33.	6	Webster Collegiate 7th Edition Dictionary	<u>1/B</u>	<u> </u>
34.	5000	Sub. 20, size 2-7/16 x 4-5/16 Manila coin envelopes, with end flap	<u>↓</u>	<u> </u>
35.	100	Sub. 28, 9 x 12 White Catalogue Env.	<u>4.53 C</u>	<u>4.53</u>
36.	500	Sub. 32, 7 1/2 x 10 1/2, glazed Kraft Klasp Envelopes	<u>4.21 C</u>	<u>21.05</u>
37.	1000	Sub. 32, 10 x 13 Glazed Kraft Klasp Envelopes	<u>53.10 M</u>	<u>53.10</u>
38.	1000	Sub. 32, 11 1/2 x 14 1/2 Glazed Kraft Klasp Envelopes	<u>71.40 M</u>	<u>71.40</u>
39.	1000	Sub. 32, 12 x 15 1/2 Glazed Kraft Klasp Envelopes	<u>79.30 M</u>	<u>79.30</u>
40.	1600	Sub. 32, 6 x 9 Glazed Kraft Klasp Env.	<u>32.40 M</u>	<u>51.84</u>
41.	1000	Sub. 32, 10 x 15 Glazed Brown Kraft Envelopes, without clasp, gummed end flap	<u>1/B</u>	<u> </u>

LN	QTY.	DESCRIPTION	UNIT PRICE	TOTAL
12.	500	9 1/4 x 14 1/4 Manila Envelopes, with clasp	<u>N/B</u>	<u> </u>
13.	500	10 x 15 Manila Envelopes with clasp	<u>7.14 C</u>	<u>35.70</u>
14.	8000	9 x 12 Brown Clasp Envelopes	<u>45.30 M</u>	<u>362.40</u>
15.	2 gr.	Wonder Ritters Assorted Colors <i>as spec.</i> <i>1 color per box of 12</i>	<u>22.94 GA.</u>	<u>45.98</u>
16.	30 sets	4 x 6 Plastic tabbed card guides, Buff-Alphabetical	<u>N/B</u>	<u> </u>
17.	30 sets	5 x 8 Plastic tabbed card guides, Buff-Alphabetical	<u> </u>	<u> </u>
18.	30 sets	Smead 1151-25, 11 x 8 1/2 Pressboard file guides, metal tabbed. <i>A-Z Original or Acting as in stock</i>	<u>4.98</u>	<u>149.40</u>
19.	15 sets	Smead 2151-25 Alphabetized Green Pressboard file Dividers, Legal size, Sub. Barkley 215-25-1	<u>N/B</u>	<u> </u>
20.	10 sets	Smead 515-25, 3 x 5 Alphabetical Card Guides, Sub. Barkley 575-25 <i>A-Z</i>	<u> </u>	<u> </u>
21.	10 sets	Smead 5151-25 3 x 5 Alphabetical card guides, metal tabbed, Sub. Barkley 515-25-1	<u> </u>	<u> </u>
22.	20 sets	Smead 625-25, 4 x 6 Buff Guides, Alphabetical, Sub. Barkley 675-25	<u> </u>	<u> </u>
23.	10 box	1/5 cut, 3 x 5 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 575	<u> </u>	<u> </u>
24.	10 box	1/3 cut, 3 x 5 Card Guides, plain blank tab, Buff, 100 per box. Sub. Barkley 573	<u> </u>	<u> </u>
25.	10 box	1/3 cut, 4 x 6 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 673	<u> </u>	<u> </u>
26.	10 box	1/5 Cut, 4 x 6 Card Guides, Plain Blank tab, Buff, 100 per box	<u> </u>	<u> </u>
27.	10 box	1/3 cut, 5 x 8 Card Guides, plain blank tab, Buff. 100 per box, Sub. Barkley 873	<u> </u>	<u> </u>
28.	10 sets	Smead 6151-25, 4 x 6 Alphabetical metal tabbed file guides, Sub. Barkley 615-25-1	<u> </u>	<u> </u>
29	300	1534 -G File Pockets <i>Abaca</i>	<u>.437</u>	<u>131.10</u>

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
60.	20 sets	5 x 8 Alphabetical, metal tabbed press-board file guides, sub. Barkley 815-25-1	<u>NB</u>	<u> </u>
61.	7000	3 x 5 White ruled cards, #110 Index	<u>1.94 M</u>	<u>13.58</u>
62.	3000	4 x 6 White ruled cards, #110 Index	<u>3.04 M</u>	<u>9.12</u>
63.	3000	5 x 8 White ruled cards, #110 Index	<u>5.19 M</u>	<u>15.57</u>
64.	5000	8 1/2 x 11 National 14-281 White Faint Ruled, Three-ring filler paper	<u>N/B</u>	<u> </u>
65.	30	National 45-604 Analysis pads, Sub. Wilson Jones 7204	<u> </u>	<u> </u>
66.	30	National 45-607 Analysis Pads, Sub. Wilson Jones 7207	<u> </u>	<u> </u>
67.	20	Wilson Jones G7214D Analysis Pads	<u> </u>	<u> </u>
68.	40	National 45-608 Analysis Pads, Sub. Wilson Jones 7208	<u> </u>	<u> </u>
69.	75	Wilson Jones 7513 Analysis Pads	<u> </u>	<u> </u>
70.	10	G7608B Wilson Jones Analysis Pads	<u> </u>	<u> </u>
71.	10	National 45-104 Analysis Pads, Sub. Wilson Jones 7604	<u> </u>	<u> </u>
72.	70 dz.	8 1/2 x 11 Letter size ruled pads, yellow white #59-0250	<u>3.44</u>	<u>240.80</u>
73.	100 dz.	8 1/2 x 14 Legal ruled pads, yellow white	<u>4.31</u>	<u>431.00</u>
74.	100 dz.	8 1/2 x 11 Legal ruled pads, yellow, white #59-1280	<u>3.44</u>	<u>344.00</u>
75.	1 gr.	5 x 8 legal pads - Canary	<u>24.97</u>	<u>24.97</u>
76.	1 gr.	5 x 8 Legal pads - White	<u>N/B</u>	<u> </u>
77.	600	8 1/2 x 11 Acetate sheet protectors, for three ring binders, #313, .005 Ga. p. 16.002	<u>.041 ea.</u>	<u>24.60</u>
78.	30	W. J. Columnar Pads #G7205	<u>N/B</u>	<u> </u>
79.	600	Wilson Jones Columnar 10-3 sheets, 9 1/2 x 11 7/8	<u> </u>	<u> </u>

<u>ITEM</u>	<u>EST. QTY.</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>EST. TOTAL</u>
80.	60	Ko-Rec-Type, all colors	<u>N/B</u>	<u> </u>
81.	20	Ko-Rec-Type, for Errors <i>White - General</i>	<u>.41</u>	<u>8.20</u>
82.	50 lbs.	Misc. Rubber Bands, size 10, 14, 16, 19, 32, 62 and 84	<u>1.31</u>	<u>65.50</u>
83.	16	Weis #35 File Boxes, Sub. Hedges #1035	<u>N/B</u>	<u> </u>
84.	16	Weis #46 Storage Boxes with follow black for 4 x 6 cards, Sub. Hedge #1046	<u> </u>	<u> </u>
85.	10	Weis #835 WG, Gray Metal File Boxes, for 3 x 5 Cards	<u> </u>	<u> </u>
86.	20	Weis #846 WG, Gray Metal File Boxes, for 4 x 6 Cards	<u> </u>	<u> </u>
87.	20	#523 - 3 x 5 File Boxes 3" Deep	<u> </u>	<u> </u>
88.	10	Weis #858 WG, Gray Metal File Boxes, for 5 x 8 Cards <i>#858 - GRAY</i>	<u>4.03</u>	<u>40.30</u>
89.	20	1210L Pronto File, Letter size with metal front drawer type	<u>N/B</u>	<u> </u>
90.	16	1510L Pronto Files, legal size with metal front drawer type	<u> </u>	<u> </u>
91.	20	#2 Liberty Storage Boxes <i>SAFCO</i>	<u>1.37</u>	<u>27.40</u>
92.	60	#11 Liberty Storage Boxes <i>SAFCO</i>	<u>1.78</u>	<u>106.80</u>
93.	50	#12 Liberty Storage Boxes	<u>2.07</u>	<u>103.50</u>
94.	50	#15 Liberty Storage Boxes	<u>1.33</u>	<u>66.50</u>
95.	20	#18 Liberty Storage Boxes	<u>1.37</u>	<u>27.40</u>
96.	30	6 x 9 Clipboards, #203	<u>N/B</u>	<u> </u>
97.	30	Letter size clipboards <i>Stampel</i>	<u>.54</u>	<u>16.20</u>
98.	40	Legal Size Clipboards	<u>.57</u>	<u>22.80</u>
99.	30,000	#1 Paper Clips <i>General</i>	<u>1.08 M</u>	<u>32.40</u>
100.	24 bx.	#1 Paper Clamps (12 to box)	<u>2.58</u>	<u>6.19</u>
101.	4000	#3 Paper Clips, 7/8" long	<u>1.04 M</u>	<u>4.16</u>
102.	2000	Jumbo Paper Clips, 2" Long	<u>3.96</u>	<u>7.92</u>

<u>ITEM</u>	<u>QTY.</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>EST. TOTAL</u>
103.	4 dz.	Magnetic Clips with 1 1/4" Clamp Hunt PE 2026, or equivalent	N.B.	
104.	24	Magnetic Paper Clip Holders		
105.	4 dz.	Magnetic clips with 2 1/4" Clamp Hunt PE 2027 or equivalent		
106.	8 dz.	#2 Binder clip-clamps 1 DL	.36	2.88
107.	4 dz.	#5 Binder Clip-clamps L.E.B.	.67	2.68
108.	4 dz.	#10 Binder Clip-Clamps	1.84	7.36
109.	50	#1 Stamp Pads, Black & Red <i>Fulton #1</i>	.418	20.90
110.	20	#2 Stamp Pads, Black & Red <i>F2</i>	.559	11.18
111.	50	1/2" Scotch Tape Dispensers, H-126	.28	14.00
112.	50	3/4" Scotch Tape Dispensers, H-127	.28	14.00
113.	6	C-20 Tape Dispensers	N/B	
114.	4 dz.	#100 Pink Pearl Erasers <i>General G-100</i>	.98	3.92
115.	10 dz.	#7099B AW Faber Eraser Sticks, with Brush Sub. Venus <i>Venus 605-B</i>	1.47	14.70
116.	2 gr.	Pencil Tip Wedge Erasers <i>General</i>	2.38	4.56
117.	4 dz.	#211 Art Gum Erasers <i>Moon</i>	1.69	6.76
118.	6 dz.	#7077B Erasers	N/B	
119.	2 dz.	#400 Eberhard Faber Pink Pearl Erasers <i>General G-90</i>	.64	1.28
120.	2 dz.	#1207 Eberhard Faber Erasers <i>Venus 605-B</i>	1.49	2.98
121.	4000	#3 Round Head Brass Fastners	4.98 M	19.92
122.	8 bx.	#22 Acco Fastners, 50 per box <i>as spec.</i>	1.14	9.12
123.	6	R217A, Accordion or expanding files, letter size alphabetized	N/B	
124.	10 dz.	Parr Swingline Finger tips, size 11, 11 1/2, 12, 13 and 13A <i>Mybro</i>	.64	6.40
125.	6	Liberty #76, 7 x 9 1/2 metal copy holder	1.37	8.22
126.	20 bx.	Push Pins Assorted Colors	N/B	
127.	60	Two-Section, Letter size, desk trays, gray #1600 Eldon		

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
128.	4 ct.	31205 Dennison gummed labels, 4 1/16 x 1 3/4, 12 small boxes per carton	<u>N/B</u>	<u> </u>
129.	4 ct.	31208 Dennison gummed labels, 4 x 2 1/2, 12 small boxes per carton	<u>2.93 CTN.</u>	<u>11.72</u>
130.	2 dz.	Smead Spi-Roll labels, Cherry, Blue, & Buff <i>Eraser</i>	<u>5.09</u>	<u>10.18</u>
131.	4 ct.	30201 Dennison labels, 12 small boxes per carton	<u>N/B</u>	<u> </u>
132.	6 ct.	31209 Dennison labels, gummed, 3 x 5, 12 small boxes per carton	<u>2.93 CTN</u>	<u>17.58</u>
133.	40 Pkg.	Labels, Avery Self-Adhesive, unprinted S-6432.	<u>N/B</u>	<u> </u>
134.	40 Pkg.	Labels, Avery Self-adhesive, unprinted 5375	<u> </u>	<u> </u>
135.	6	"Cavalier" List-finders, complete	<u>✓</u>	<u> </u>
136.	8	List Finders refills, Cavalier Model	<u>1.48</u>	<u>11.84</u>
137.	10	Bates list finders, "Director" Model complete	<u>N/B</u>	<u> </u>
138.	8	List finders refills, Director Model	<u> </u>	<u> </u>
140.	6 bx.	3631 Carter's purple ditto masters, 8 1/2 x 11, Sub. Allied.	<u> </u>	<u> </u>
141.	30 dz.	Felt-tipped markers, pencil type, Estabrook, various colors, Sub. Dri-Mark PR & PFR <i>Scripto</i>	<u>1.09</u>	<u>32.40</u>
142.	30 dz.	Markers, All-rite fine line, sprite orange <i>Scripto</i>	<u>1.08</u>	<u>32.40</u>
143.	24	Sterling Master Envelopes, Moistened (Plastic tube with sponge)	<u>N/B</u>	<u> </u>
144.	40 gr.	Black lead pencils, Ticonderoga #2, 2 1/2, & 3 <i>Blackcroft - 4.48</i> <i>Venus - 7.68</i> <i>Velvet</i>	<u> </u>	<u>179.20</u>
145.	50 dz.	Eagle Veri-Thin pencils, with erasers, various colors <i>Stratoline - Red, Blue or Green only</i>	<u>.622</u>	<u>31.10</u>
146.	20 dz.	Eagle Veri-Thin pencils, without erasers, various colors. <i>Stratoline - no erasers</i>	<u>.508</u>	<u>10.16</u>
147.	8 dz.	A.W. Faber-Castell Drawing pencils 2H & 3H	<u>N/B</u>	<u> </u>
148.	60 dz.	All-Rite Office riters, extra fine line, #522, #542, Colors Red, Blue & Black <i>Big or Eagle - as in stock</i>	<u>-8.73</u>	<u>52.38</u>

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
149.	60 dz.	S54E Med. All Rite Pens <i>Various</i>	<u>.98</u>	<u>58.80</u>
150.	1 gr.	#207 Magic Marker - All Colors <i>Magic</i>	<u>20.49</u>	<u>20.49</u>
151.	4 dz.	Universal refills for ball point pens, medium point, Blue, Black and Red	<u>N/D</u>	
152.	4	#501H Shaeffer Pen Sets	<u></u>	
153.	10	#501H Shaeffer Pens Only	<u></u>	
154.	60 dz.	Bic Pens, Medium Point <i>Bic</i>	<u>.818</u>	<u>49.08</u>
155.	60 dz.	Bic Pens, Fine Point <i>↓</i>	<u>.818</u>	<u>49.08</u>
156.	4 dz.	Papermate Pens, refillable Ball Point	<u>N/D</u>	
157.	36	Pental Sharp 5 Eversharps	<u></u>	
158.	30 tube	Pental Lead for Sharp 5 pencils	<u></u>	
160.	4 dz.	Dri-Mark Nylon Tip Pens, Various Colors <i>Scripts</i>	<u>1.14</u>	<u>4.76</u>
161.	20	Medium priced metal letter openers <i>1 PL #175</i>	<u>.29</u>	<u>5.80</u>
162.	2 ct.	#2 Dennison gummed reinforcements, 72 boxes to a carton <i>Rayburn</i>	<u>11.52</u>	<u>2304</u>
163.	24	12" Wood Ruler, with double metal edge	<u>.257</u>	<u>6.17</u>
164.	24	15" Wood ruler, with double metal edge	<u>.327</u>	<u>7.85</u>
165.	24	18" Wood ruler, with double metal edge	<u>.377</u>	<u>9.05</u>
166.	20	10" straight scissors, medium priced <i>General #10</i>	<u>1.22</u>	<u>24.40</u>
167.	20	#4 Swingline staplers, pearl gray <i>Faber-Castell</i>	<u>2.83</u>	<u>57.60</u>
168.	50 bx.	Staples for #4 Swingline Staplers <i>Braditch</i>	<u>.509</u>	<u>25.45</u>
169.	10 bx.	Ace #700 undulated staples	<u>.97</u>	<u>9.70</u>
170.	6	#702 Ace Clipper Staples	<u>N/D</u>	
171.	40	Ace Standard #600 Staple removers <i>General</i>	<u>.278</u>	<u>11.12</u>
172.	20	Pencil sharpener, Boston 1068, self-feed Beige color, vacuum Base	<u>N/D</u>	
173.	5000	#5G Manila Tags, 4 3/4 x 2 3/8 <i>Dennison #5G - WIRED</i>	<u>10.93 K</u>	<u>54.65</u>
174.	2000	MR33 White Tags	<u>N/D</u>	
175.	500	MR35 White Tags	<u></u>	

TLH	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
76.	18	Hedge File Boxes #1058	<u>n/d</u>	<u> </u>
77.	20 bx.	Large thumb tacks, #4, 100 per box <i>a.r.w. #4</i>	<u>.338</u>	<u>6.76</u>
78.	4 rls.	#710 Scotch Tape, 2" wide x 72 yds. black pressure	<u>n/d</u>	<u> </u>
79.	80	#810 Mending Tape, 1/4" x 1296" <i>Le Page</i>	<u>.524</u>	<u>41.92</u>
80.	60	#810 Mending Tape 3/4" x 300" with Dispenser	<u>n/d</u>	<u> </u>
81.	150	#810 Mending Tape, 3/4" x 1296" <i>Le Page</i>	<u>.64</u>	<u>96.00</u>
82.	20	#810 Mending Tape 3/4" x 2592" ↓	<u>1.34</u>	<u>26.80</u>
83.	70	#600 Scotch Tape, 1/4" x 1296" <i>TUCK</i>	<u>.258</u>	<u>18.06</u>
84.	50	#600 Scotch Tape, 3/4" x 1296" ↓	<u>.339</u>	<u>16.95</u>
85.	20	#600 Scotch Tape, 3/4" x 2592" ↓	<u>.61</u>	<u>12.20</u>
86.	50	#230 Scotch Brand Drafting Tape, 3/4" x 60 yards rolls <i>TUCK MASKING</i>	<u>.454</u>	<u>22.70</u>
87.	30	#230 Scotch Brand Drafting Tape, 1" x 60 Yard Rolls ↓	<u>.588</u>	<u>17.64</u>
88.	100Ft.	Magnetic Tape - 1/2" Wide	<u>n/d</u>	<u> </u>
89.	40 rls.	1/4" Wide Dymo Tape, Black, Blue, Green & Brown <i>ROTEX 1/4</i>	<u>.39</u>	<u>15.60</u>
90.	40 rls.	3/8" Wide Dymo Tape, Black, Blue, Green & Brown ↓	<u>.44</u>	<u>17.60</u>
91.	20 rls.	1/2" Dymo Tape, Assorted Colors ↓	<u>.49</u>	<u>9.80</u>
92.	1 dz.	Engrs. Scales & Cases (3 sided)	<u>n/d</u>	<u> </u>
93.	30 bx.	1/4" Clear Index Tabbing, 5 ft. per box <i>Aico</i>	<u>.422</u>	<u>12.66</u>
94.	20 bx.	Index Tabs, various colors, #381, 382, 383, 385 and 387, 5 ft. per box	<u>n/d</u>	<u> </u>
95.	24 rls.	#880, 3/4" x 60 yd., Filament tape, Scotch brand <i>TUCK</i>	<u>1.37</u>	<u>32.88</u>
96.	12	#18 Polished Cotton Twine 1/2# Balls	<u>1.39</u>	<u>16.68</u>
97.	12	2 1/2 lb. Cones of 20 Ply Cotton Twine	<u>5.89</u>	<u>70.68</u>
98.	30	19 x 24 Green Desk Pad Blotters	<u>n/d</u>	<u> </u>

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
199.	50	19 x 24 Desk Pads, Green 21403 <i>Artistic</i>	<u>1.48</u>	<u>74.00</u>
200.	100	19 x 24 Acetate Desk Pad Covers, .0075 thick	<u>1/8</u>	
201.	10	Rubber Pads for Under Typewriters <i>#13</i>	<u>1.09</u>	<u>10.90</u>
202.	6	X6-403CR, 4" Clipper type paper punches <i>Removal</i>	<u>.49</u>	<u>2.94</u>
203.	50	Smead #1075G Expanding Wallets <i>Acetate</i>	<u>.588</u>	<u>29.40</u>
204.	2 grs.	Pentel Rolling Riter Assorted Colors	<u>1/8</u>	
205.	30 gal.	Ditto Fluid, in 1 Gallon Jugs		
206.	48	Blue-Black ink Cartridges		
207.	20	Stamp Pads ink, in 1 1/2 oz. bottles black & red <i>Fulton 1 oz.</i>	<u>.33</u>	<u>6.60</u>
208.	4 dz.	Carter's Rubber Cement, 4 oz. bottles, Sub. Ross-Evans <i>Ross</i>	<u>5.02</u>	<u>20.08</u>
209.	10	Empty Pint Jar, with Applicator brush, for Carter's Rubber Cement	<u>1/8</u>	
210.	4	Carter's Rubber Cement, in 1 gallon containers		
211.	4	Carter's Rubber Cement Thinner, in 1 quart containers, Sub. Ross-Evans		
212.	30	Scat Typewriter Cleaner, 2 oz. bottles <i>Venus 4 oz.</i>	<u>.71</u>	<u>21.30</u>
5000		Tag Wire, 12" 1000 per bundle	<u>1/8</u>	
214.	6 ea.	Roll Master Paper Holders		
215.	30	Write-O-Folio Legal Size		
216.	40	Write-O-Folio Letter Size		
217.	1 gr.	Liquid Paper <i>Liquid Paper</i>	<u>66.48</u>	<u>66.48</u>
218.	24 bt.	Liquid Paper Thinner - <i>as spec.</i>	<u>55.81</u>	<u>55.81</u>
219.	10 dz.	Map Tacks, Assorted Colors	<u>1/8</u>	
220.	20 sets	Cl-213-8 Aico Indexes		
221.	15 cans	3M Desk & Office Cleaners		

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
222.	40 pcs.	Poster Board 22" x 28" White	<u>1/0</u>	
223.	7 gal.	Liquid Padding Compound - Merritt		
224.	5 pkg.	G10-8 Ledger Sheets		
225.	1 gr.	Lindy Medium Pens #460M Assorted Colors	<u>✓</u>	
226.	12 rls.	C R 16 Correction Tape	<u>.43</u>	<u>5.16</u>
227.	10	Paper Spindles	<u>1/0</u>	
228.	7 dz.	Magic Markers Wide Nib. <i>Magic #425</i>	<u>1.71</u>	<u>11.97</u>
229.	20 sets	3 x 5 Plastic Tab Alphabetical Card Guides	<u>1/0</u>	
230.	4 sets	9" High Metal Bookends	<u>✓</u>	
231.	8 sets	5" High Metal Bookends	<u>.688</u>	<u>5.50</u>
232.	10	15" Waste Baskets	<u>1/0</u>	
233.	10	12 1/4" Waste Baskets		
234.	40	47-812 Binders		
235.	18	241-40N Post Binders		
236.	6	LV-219-A Legal Size Accordion File Alphabetized		
237.	70	Indexes 504-40M		
238.	6 dz.	Flash 32 Markers		
239.	5000	C-35 Rolodex Cards	<u>✓</u>	

COMPANY: Standard Stationery Supply Co.

SIGNATURE: Wm. Nelson

TERMS: net - 30 Days

DATE: 5-12-77

TOTAL AMOUNT \$ 5,135.22

STANDARD STATIONERY SUPPLY COMPANY
1020 SOUTH WABASH AVENUE
CHICAGO, ILLINOIS 60605

"PLEASE REQUEST SAMPLE IF
UNSATISFIED WITH THE QUALITY
OF ANY BID ITEM."

INVITATION

Quotations, subject to the conditions on the reverse hereof, are requested on the following list of materials, supplies, equipment or services, for the department as mentioned, with delivery to destination as shown below. Quotations shall include all charges for delivery, packing, etc. Address your reply as indicated below.

*Mail all replies and correspondence, etc. to Attn. of A. C. Ford 423-7037 DEPARTMENT OF PURCHASES

Room 470, Number One Main St., Ft. Wayne, Ind. 46802

REQUIRED FOR DELIVERY TO:

Department or Division OFFICE SERVICES DEPARTMENT
One Main Street, Basement, City County Bldg.
Ft. Wayne, Indiana 46802

RETURN ORIGINAL TO THE CITY—RETAIN DUPLICATE COPY FOR YOUR FILE

Closing Time of Bids Wednesday, May 18, 1977 at 2:30 P.M.

TAXES: THE CITY IS EXEMPT FROM FEDERAL EXCISE AND INDIANA STATE SALES TAX. THE CITY INDIANA SALES TAX EXEMPTION CERTIFICATE NUMBER IS NO. 3466. PRICES SHOULD NOT INCLUDE THESE TAXES. See "Instructions to Bidders" No. 10 on reverse hereof for details.

TAX EXEMPT (Unless otherwise indicated)

Ref. No. 426
 Date April 15, 1977
 Date wanted 5-18-77
 Fund
 Appropriation No. _____

Quantity	Unit	Materials, Supplies, Equipment or Services	Unit Price	Total Amount
		<p>OFFICE SUPPLIES - July 1, 1977 thru June 30, 1978</p> <p>The enclosed bidders sheets must be properly completed and returned as your bid, along with the properly executed Non-Collusion Affidavit.</p> <p>The award of this bid may be made on either an item by item or on an overall basis, as we determine the most beneficial to the City.</p> <p>The supplies will be shipped only upon issuance of Purchase Orders as the need dictates.</p> <p>Vendors must be able to supply from stock. If request cannot be filled within seven (7) days, then approval will be required for extended delivery.</p> <p>The Brand Names and Numbers are only intended to be used as a guide for bidders. If alternate is to be quoted it must be equal or better. Please list manufacturer and number on line provided.</p> <p>All Unit Prices are to be extended.</p>		

Bid Bond required ☐ NO ☒ YES 5% of Bid Performance Bond ☐ NO ☒ YES
 See instruction item No. 10 on reverse side hereof.
 Terms % cash discount if paid within days from delivery and acceptance of goods or completion of services.

PROPOSAL OR BID

In compliance with the above invitation for bids and subject to all conditions thereof, the undersigned offers and agrees, if this bid be accepted within a reasonable time from date of closing, to furnish any or all of the items or render such services upon which prices are quoted, in accordance with the specifications applying and on the price set opposite each item.

Delivery of any or all of the items or completion of services indicated shall be made within days from receipt of order

IMPORTANT

As delivery may be a deadline factor in the award of an order, it is important that bidders furnish the information requested above.

GRAPH INDUSTRIES

811 N. CAHUENGA BLVD.
 LOS ANGELES, CA 90033

Plant Company

August 1, 1977 **ASS. VICE PRES.**

Address _____
 City _____ Date 5/1/77

			GRAPH INDUSTRIES 811 N. CAHUENGA BLVD. LOS ANGELES, CA. 90038	UNIT PRICE	EST. TOTAL
ITEM	EST. QTY.	DESCRIPTION			
80.	60	(Ko-Rec-Type, all colors) Supertype 747 I		<u>0.43 ea</u>	<u>25.80</u>
81.	20	(Ko-Rec-Type, for Errors) Supertype 747 II		<u>0.43 ea</u>	<u>8.60</u>
82.	50 lbs.	Misc. Rubber Bands, size 10, 14, 16, 19, 32, 62 and 84		_____	_____
83.	16	Weis #35 File Boxes, Sub. Hedges #1035		_____	_____
84.	16	Weis #46 Storage Boxes with follow black for 4 x 6 cards, Sub. Hedge #1046		_____	_____
85.	10	Weis #835 WG, Gray Metal File Boxes, for 3 x 5 Cards		_____	_____
86.	20	Weis #846 WG, Gray Metal File Boxes, for 4 x 6 Cards		_____	_____
87.	20	#523 - 3 x 5 File Boxes 3" Deep		_____	_____
88.	10	Weis #858 WG, Gray Metal File Boxes, for 5 x 8 Cards		_____	_____
89.	20	1210L Pronto File, Letter size with metal front drawer type		_____	_____
90.	16	1510L Pronto Files, legal size with metal front drawer type		_____	_____
91.	20	#2 Liberty Storage Boxes		_____	_____
92.	60	#11 Liberty Storage Boxes		_____	_____
93.	50	#12 Liberty Storage Boxes		_____	_____
94.	50	#15 Liberty Storage Boxes		_____	_____
95.	20	#18 Liberty Storage Boxes		_____	_____
96.	30	6 x 9 Clipboards, #203		_____	_____
97.	30	Letter size clipboards		_____	_____
98.	40	Legal Size Clipboards		_____	_____
99.	30,000	#1 Paper Clips		_____	_____
100.	24 bx.	#1 Paper Clamps (12 to box)		_____	_____
101.	4000	#3 Paper Clips, 7/8" long		_____	_____
102.	2000	Jumbo Paper Clips, 2" Long		_____	_____

UNIT INDUSTRIES
211 N. CALIFORNIA BLVD.
LOS ANGELES, CA 90033

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
128.	4 ct.	31205 Dennison gummed labels, 4 1/16 x 1 3/4, 12 small boxes per carton		
129.	4 ct.	31208 Dennison gummed labels, 4 x 2 1/2, 12 small boxes per carton		
130.	2 dz.	Smead Spi-Roll labels, Cherry, Blue, & Buff		
131.	4 ct.	30201 Dennison labels, 12 small boxes per carton		
132.	6 ct.	31209 Dennison labels, gummed, 3 x 5, 12 small boxes per carton		
133.	40 Pkg.	Labels, Avery Self-Adhesive, unprinted S-6432.		
134.	40 Pkg.	Labels, Avery Self-adhesive, unprinted 5375		
135.	6	"Cavalier" List-finders, complete		
136.	8	List Finders refills, Cavalier Model		
137.	10	Bates list finders, "Director" Model complete		
138.	8	List finders refills, Director Model		
140.	6 bx.	3631 Carter's purple ditto masters, 8 1/2 x 11, Sub. Allied.		
141.	30 dz.	Felt-tipped markers, pencil type, Estabrook, various colors, Sub. Dri-Mark PR & PFR Graphi 200 12/bx	1.20	36.00
142.	30 dz.	Markers, All-rite fine line, sprite orange SAME AS ABOVE	1.20	36.00
143.	24	Sterling Master Envelopes, Moistened (Plastic tube with sponge)		
144.	40 gr.	Black lead pencils, Ticonderoga #2, 2 1/2, & 3 A.W. Faber #210 12/slv-72/bx	4.44	177.60
145.	50 dz.	Eagle Veri-Thin pencils, with erasers, various colors Superflex #469 12/slv-72/bx	0.66	33.00
146.	20 dz.	Eagle Veri-Thin pencils, without erasers, various colors.		
147.	8 dz.	A.W. Faber-Castell Drawing pencils 2H & 3H		
148.	60 dz.	All-Rite Office riters, extra fine line, #522, #542, Colors Red, Blue & Black	0.99	59.40

Lindy Legal Writer 12/bx or Graphi Correcto W/E 12/bx

ITEM	EST. QTY.	DESCRIPTION	GRAPHI INDUSTRIES CIN. CASADUELA BLVD. PORT RICHMOND, CA 94665		UNIT PRICE	EST. TOTAL
149.	60 dz.	S54E Med. All Rite Pens			0.99	59.40
150.	* 1 gr.	Lindy Legal Writer or Graphi Correct W/E 12/bx #207 Magic Marker - All Colors			20.16	20.16
151.	4 dz.	Graphi 600 Jumbo 12/bx 8 Colors Avail Universal refills for ball point pens, medium point, Blue, Black and Red				
152.	4	#501H Shaeffer Pen Sets				
153.	10	#501H Shaeffer Pens Only				
154.	60 dz.	Bic Pens, Medium Point			0.99	59.40
155.	60 dz.	Lindy Legal Writer 12/bx Bic Pens, Fine Point Same as above			0.99	59.40
156.	4 dz.	Papermate Pens, refillable Ball Point				
157.	36	Pental Sharp 5 Eversharps				
158.	30 tube	Pental Lead for Sharp 5 pencils				
160.	4 dz.	Dri-Mark Nylon Tip Pens, Various Colors Graphi 200 12/bx			1.20	4.80
161.	20	Medium priced metal letter openers				
162.	2 ct.	#2 Dennison gummed reinforcements, 72 boxes to a carton				
163.	24	12" Wood Ruler, with double metal edge				
164.	24	15" Wood ruler, with double metal edge				
165.	24	18" Wood ruler, with double metal edge				
166.	20	10" straight scissors, medium priced				
167.	20	#4 Swingline (staplers), pearl gray REXAL #44			3.36	67.20
168.	50 bx.	Staples for #4 Swingline Staplers Swingline or Rexal #266			0.48	24.00
169.	10 bx.	Ace #700 undulated staples				
170.	6	#702 Ace Clipper Staples				
171.	40	Ace Standard #600 Staple removers				
172.	20	Pencil sharpener, Boston 1068, self-feed Beige color, vacuum Base				
173.	5000	#5G Manila Tags, 4 3/4 x 2 3/8				
174.	2000	MR33 White Tags				
175.	500	MR35 White Tags				

Assorted Sets of 12 are Packed
2 Ea: Blue, Black, Red, Green &
1 Ea: Yellow, Purple, Brown, Orange

* Alternate: Graphi 900 King Size @ \$ 1.86/dz

EST.

GRAPH INDUSTRIES

611 N. CAHUENGA BLVD.
LOS ANGELES, CA 90038PRICETOTAL

<u>QTY.</u>	<u>DESCRIPTION</u>		
18	Hedge File Boxes #1058		
20 bx.	Large thumb tacks, #4, 100 per box		
4 rls.	#710 Scotch Tape, 2" wide x 72 yds. black pressure		
80	#810 Mending Tape, 1/4" x 1296"	0.51	40.80
60	Permacel 900 or Le Page 3000 series #810 Mending Tape 3/4" x 300" with Dispenser		
150	#810 Mending Tape, 3/4" x 1296"	0.67	100.50
20	Permacel 900 or Le Page 3000 series #810 Mending Tape 3/4" x 2592"	1.37	27.40
70	Same as Above #600 Scotch Tape, 1/4" x 1296"	0.27	18.90
50	Permacel 404 or LePage 2000 series #600 Scotch Tape, 3/4" x 1296"	0.33	16.50
20	Same as Above #600 Scotch Tape, 3/4" x 2592"	0.66	13.20
50	Same as Above #230 Scotch Brand Drafting Tape, 3/4" x 60 yards rolls		
30	#230 Scotch Brand Drafting Tape, 1" x 60 Yard Rolls		
100Ft.	Magnetic Tape - 1/4" Wide		
40 rls.	1/4" Wide Dymo Tape, Black, Blue, Green & Brown Rotex or General	0.43	17.20
40 rls.	3/8" Wide Dymo Tape, Black, Blue, Green & Brown	0.44	17.60
20 rls.	SAME AS ABOVE 1/4" Dymo Tape, Assorted Colors	0.45	9.00
1 dz.	SAME AS ABOVE Engrs. Scales & Cases (3 sided)		
30 bx.	1/4" Clear Index Tabbing, 5 ft. per box		
20 bx.	Index Tabs, various colors, #381, 382, 383, 385 and 387, 5 ft. per box		
24 rls.	#880, 3/4" x 60 yd., Filament tape, Scotch Brand NASHUA #410	1.10	26.40
12	#18 Polished Cotton Twine 1/4" Balls		
12	2 1/2 lb. Cones of 20 Ply Cotton Twine		
30	19 x 24 Green Desk Pad Blotters		

GRAPH INDUSTRIES
 811 N. CALIFORNIA BLVD.
 LOS ANGELES, CA. 90038

<u>ITEM</u>	<u>EST. QTY.</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>EST. TOTAL</u>
199.	50	19 x 24 Desk Pads, Green 21403		
200.	100	19 x 24 Acetate Desk Pad Covers, .0075 thick		
201.	10	Rubber Pads for Under Typewriters		
202.	6	X6-403CR, 1/4" Clipper type paper punches		
203.	50	Smead #1075G Expanding Wallets		
204.	2 grs.	* Pentel Rolling Riter, Assorted Colors Graphi Rolli 12/bx	27.36	54.72
205.	30 gal.	Ditto Fluid, in 1 Gallon Jugs		
206.	48	Blue-Black ink Cartridges		
207.	20	Stamp Pads ink, in 1 1/2 oz. bottles black & red		
208.	4 dz.	Carter's Rubber Cement, 4 oz. bottles, Sub. Ross- Evans		
209.	10	Empty Pint Jar, with Applicator brush , for Carter's Rubber Cement		
210.	4	Carter's Rubber Cement, in 1 gallon containers		
211.	4	Carter's Rubber Cement Thinner, in 1 quart containers, Sub. Ross-Evans		
212.	30	Scat Typewriter Cleaner, 2 oz. bottles		
213.	5000	Tag Wire, 12" 1000 per bundle		
214.	6 ea.	Roll Master Paper Holders		
215.	30	Write-O-Folio Legal Size		
216.	40	Write-O-Folio Letter Size		
217.	1 gr.	Liquid Paper Liquid Re-Type LRLW	69.12	69.12
218.	24 bt.	Liquid Paper Thinner Same as Above LRLW	0.24	5.76
219.	10 dz.	Map Tacks, Assorted Colors		
220.	20 sets	CI-213-8 Aico Indexes		
221.	15 cans	3M Desk & Office Cleaners		

* ALTERNATE : Penmarroll Rolling Writer @ \$ 18.72/gr
 4Colors Avail

ITEM	EST.		DESCRIPTION	UNIT		EST.
	QTY.			PRICE		TOTAL
22.	40 pcs.		Poster Board 22" x 28" White			
23.	7 gal.		Liquid Padding Compound - Merritt			
24.	5 pkg.		G10-8 Ledger Sheets			
25.	1 gr.		Lindy Medium Pens #460M Assorted Colors	11.88		11.88
26.	12 rls.		Lindy Legal Writer 12/bx C R 16 Correction Tape			
27.	10		Paper Spindles			
28.	7 dz.		Magic Markers Wide Nib	1.68		11.76
29.	20 sets		Graphi 600 Jumbo 12/bx 3 x 5 Plastic Tab Alphabetical Card Guides			
30.	4 sets		9" High Metal Bookends			
31.	8 sets		5" High Metal Bookends			
32.	10		15" Waste Baskets			
33.	10		12 1/2" Waste Baskets			
34.	40		47-812 Binders			
35.	18		241-40N Post Binders			
36.	6		LV-219-A Legal Size Accordion File Alphabetized			
37.	70		Indexes 504-40N			
38.	6 dz.		Flash 32 Markers	1.38		8.28
39.	5000		C-35 Rolodex Cards			

COMPANY: GRAPHI INDUSTRIES

SIGNATURE: Gregg L. Rudy

GREGG L. RUDY ASST. VICE PRES.

TERMS: NET, 20-30 Day ARO

DATE: May 4, 1977

TOTAL AMOUNT \$ 1,119.78

GRAPHI INDUSTRIES
 Writing Instrument Manufacturing • Distributing • Import • Export • Contract and Institutional Vending
 811 North Cahuenga Boulevard, Los Angeles, California 90038
 Local (213) 461-9471 Toll Free (800) 421-8810



City Clerk Memorandum

CHARLES W. WESTERMAN, Clerk

To Robert E. Armstrong - Mayor Date 6-22-77
From Charles W. Westerman - City Clerk
Subject Appearance before Common Council 6-28-77 - 7:00 P.M.

COPIES TO:

Bill No. S-77-06-20

AN ORDINANCE approving a blanket purchase of office supplies for the Office Services Department

Pursuant to the request of the Standing Committee Chairman of City Utilities, the presence of Alan C. Lord, Director of Purchasing, is respectfully requested on June 28, 1977, at 7:00 P.M., Room 128, Common Council Conference Room.

A more detailed explanation regarding the blanket purchase of office supplies for the Office Service Department has been requested by Common Council.

Your cooperation will be greatly appreciated.



REA TITLE OF ORDINANCE SPECIAL ORDINANCE - CITY UTILITIES BLANKET PURCHASE ORDER NO. B-8992

DEPARTMENT REQUESTING ORDINANCE BOARD OF PUBLIC WORKS

City Utilities

S-77-06-20

SYNOPSIS OF ORDINANCE CITY UTILITIES BLANKET PURCHASE ORDER NO. B-8992 TO SHREX OF

FORT WAYNE PER BID #426 PER ATTACHED SPREAD SHEET FOR THE OFFICE SERVICES DEPT, FOR OFFICE SUPPLIES.

(SEE ATTACHED MEMORANDUM)

EFFECT OF PASSAGE ACQUISITION OF NECESSARY OFFICE SUPPLIES, STATIONERY, ETC.

EFFECT OF NON-PASSAGE DELAY AND BACKLOG IN RESPONDING TO LETTERS & REQUESTS.

MONEY INVOLVED (DIRECT COSTS, EXPENDITURES, SAVINGS)

ASSIGNED TO COMMITTEE